

ANNUAL REPORT For The Year 2018

In Memoriam

SGT. WILLIAM LASKOWSKI	SAMUEL ADAMS
JOHN GRAVES	CAROL T. SCHANLEY
CORNELIA ADAMS	F. GERALDINE COSTELLO
DAVID KAHLE	GEORGE BROWN
ADELE Q. ERVIN	RICHARD "ARCHIE" SOUTHGATE
JOHN GILMORE	ALBERT M. CREIGHTON, JR.
JOHN "JACK" H. SHEA	NANCY BACHMAN
DOROTHY GIBBON	SONIA NICHOLS

Town Report edited by Sonja Nathan and Town Hall Staff

Front Cover: Sailboats in Manchester Harbor
Photo courtesy of Aram Boghosian

Back Cover: Manchester Essex Hornets tennis team holds the
MIAA banner after they won the Division III State Championship.

The editors are grateful to those citizens who contributed photographs to the 2018 Town Report.

Daily Printing, Beverly Farms, Massachusetts
2019

MANCHESTER-BY-THE-SEA **FY2018 ELECTED AND APPOINTED OFFICIALS** (Chairs shown in **boldface**)

1. ELECTED OFFICIALS

Constables			
Joseph P. Aiello	2019	3 Yr. Term	
G. David MacDougall	2019		
Stephen T. Driscoll	2019		
Housing Authority			
Gretchen A. Wood (Chair)	2021	5 Yr. Term	
Nancy Hammond (Governor's App)	2021		
John F. Kenney	2022		
Susan W. Thorne	2020		
Elizabeth Heisey	2023		
Library Trustees			
Dorothy Sieradzki	2019	3 Yr. Term	
David Shaw	2020		
Ric Rogers	2021		
Moderator			
Alan Wilson	2019	1 Yr. Term	
Planning Board			
Peter Canny (Chair)	2019	3 Yr. Term	
Constance Sullivan	2019		
Ronald Mastrogiacomio	2019		
Andrea Fish	2020		
Mary Foley	2020		
Loren Coons	2021		
Christine DeLisio	2021		
School Committee			
Kenneth D. Warnock	2019(M)	3 Yr. Term	
Julie Keil Riordan (Vice-Chair)	2019(M)		
Sarah Wolfe	2019 (E)		
Caroline C. Weld	2020(M)		
Rachel Fitzgibbon	2020 (E)		
Shannon O. Erdmann	2021(M)		
Anne Cameron (Chair)	2021 (E)		
Selectmen, Board of			
Eli G. Boling	2019	3 Yr. Term	
Susan M. Beckmann (Chair)	2019		
Arthur Steinert (Vice-Chair)	2020		
Margaret F. Driscoll	2020		
Rebecca Jaques	2021		

2. APPOINTED OFFICIALS

Action, Inc. Representative			
Gretchen Wood	2021	5 Yr. Term	
ADA Committee			
Elizabeth Heisey	2019	3 Yr. Term	
Laurie Werle	2020		
Lisa Bonneville	2021		
Gretchen Wood	2021		
Vacancy	2019		
Vacancy			
Town Administrator (<i>ex officio</i>)			
Affordable Housing Trust			
Margaret Driscoll (BOS Rep)	2019	2 Yr. Term	
Constance Sullivan (Planning Board)	2019		
Nancy Hammond (Housing Authority)	2020		
Sarah Mellish (FinCom Rep)	2020		
Joan McDonald (CPC/Designee)	2019		
John Feuerbach(At-Large)(Chair)	2019		
Chris Olney(Moderator appt)	2020		

Animal Control Board			
Kerri Bisner	2019	3 Yr. Term	
Bernard (Bing) Fishman	2019		
Sally Curry	2020		
Vacancy	2019		
Vacancy	2019		
Animal Inspector			
Hayes DeMuelle (Board of Health App)	2019		
Appeals, Board of			
James Diedrich	2020	3 Yr. Term	
Matthew MacDonald (alternate)	2020		
Bridget Murray (Chair)	2021		
Sarah Mellish	2021		
Katherine Howe	2019		
John Binieris	2021		
James Mitchell (alternate)	2021		
Assessors			
Timothy P. Girian	2019	3 Yr. Term	
Louis R. Logue (Chair)	2020		
Jeffrey McAvoy	2021		
Bike/Pedestrian Committee			
Freddy Cicerchia	2019	3 Yr. Term	
Kurt Svetaka	2019		
Albert Centner (Chair)	2019		
Susan Centner	2019		
Aileen O'Rourke	2020		
Parker Harrison	2020		
Jared Porter	2020		
Amy M. Coleman	2021		
Terry Cowman	2021		
Building Inspector			
Paul Orlando	2019	3 Yr. Term	
Cable Access Corp. Rep.			
Paul Jermain	2019	3 Yr. Term	
Cape Ann Regional Planning Committee Emergency Response Coordinator			
Thomas P. Kehoe	2021	3 Yr. Term	
Chebacco Woods Land Management Committee			
H) Hamilton (M) Manchester			
(M) DPW Director (<i>ex officio</i>)			
(M)Ralph Smith (Chair)	2019	3 Yr. Term	
(H) Russell Camp	2019		
(M)Michael Mack	2020		
(H)Virginia Cookson	2020		
(H/M)Susanna McLaughlin	2021		
Community Preservation			
John Kenney (Housing Authority)	2019	3 Yr. Term	
Ronald Mastrogiacomio (PB)	2020		
Sari Oseasohn (Con Com)	2020		
Sean Daly (Parks & Rec.)	2020		
John F. Burke, Jr. (at large) (Co-Chair)	2021		
Rebecca G. Campbell (at large)	2021		
Sue Thorne (at large) (Co-Chair)	2021		
Mark Weld (FinCom)	2021		
Joseph Sabella (HDC)	2021		
Conservation Commission			
Sari Oseasohn	2019	3 Yr. Term	
Steven Jaworski, Vice Chair	2019		
Olga Hayes	2020		
David Lumsden	2020		
Steve Gang, Chairman	2021		
Henry Oettinger	2021		
Joseph Puopolo	2021		

Council on Aging

George Nickless	2019	3 Yr. Term
Kathy Bothwick	2019	
Mary G. Hull	2020	
Su Kwedor	2020	
Steven Gillespie, MD (Chair)	2021	
Allison Gustavson	2021	
Deb Fraize	2021	
Vacancy	2019	
Vacancy	2019	
Mary Ann McGovern	2020	

Cultural Council

Peggy Conlon	2019	3 Yr. Term
Julia Bishop	2019	
Alison Daley (Chair)	2019	
Susan Poswistilo	2021	
Jennifer Doane	2020	
Katherine Arthur	2020	
Amy Carlin	2020	
Lisa Watt-Bucci	2020	
Margaret Maher	2020	

Downtown Improvements

Project Committee

Kurt Svetaka	2019	1 Yr. Term
Andy Harris (chair)	2019	
Gar Morse	2019	
Ben Rossi	2019	
Chris Shea	2019	
Tim Logue	2019	
Steven Carhart	2019	
Carley Cook	2019	

Dredging Committee

Greg Bialy (HAC Member)	2019	3 Yr. Term
Mory Creighton (FinCom Member)	2019	
James Starkey (Sailboat owner)	2019	
Andrew Dunbar (powerboat owner)	2021	
Sean Daly (mooring service member)	2021	
Paula Polo-Filias (at-large member)	2020	
Carl Doane (at-large member)	2020	

Emergency Mgmt. Dir.

Fire Chief		
Thomas P. Kehoe, Asst. Dir	2019	1 Yr. Term

Essex Technical High Sch.

Jeff Delany	December 31, 2020	
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Finance Committee

Sarah Mellish (appt. by Town Moderator)	2019	3 Yr. Term
Michael Pratt (appt. by Town Moderator)	2020	
Andy Oldeman	2020	
Mark Weld	2020	
Albert M. Creighton, III (Chair)	2021	
Ann Harrison	2021	
Michael Even	2021	

Fire Chief

Al Beardsley	Acting	
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Gas/Plumbing Inspector

Joseph Guzzo	2019	3 Yr. Term
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Harbor Advisory Committee

Edward Conway	2019	3 Yr. Term
Daniel Gray	2019	
Daniel Lane	2019	
Christopher Comb (commercial fisherman)	2020	
Carl Doane (Chair)	2020	
Stephen Lauber	2021	
Philip Leahy	2021	

Health, Board of

Beverly Melvin	2019	3 Yr. Term
Leslie Nitkiewicz (Chair)	2019	

Peter B. Germond, M.D.	2020
Deborah A. Bradley	2020
Paula Polo-Filias	2021

Historical District/Historical Commission

John Round (Historical Society)	2019	3 Yr. Term
Don Halgren (resident)	2020	
Tracie Gothie (realtor)	2020	
Joe Sabella (resident)	2021	
Richard Smith (resident)	2021	
Rosemary Costello (resident)	2021	
Robert Coppola (Architect)	2021	

July 4th Committee (Re-appoint in fall)

Hope Watt-Bucci	
Lisa Watt-Bucci	
Karen Cunningham	
Sallie Belle Davis	
Donna Brewster	
Ryan Ackerman	
Cheryl Marshall Parks and Recreation Director (<i>ex officio</i>)	

Manchester Coastal Stream

Michele Kulick	2019	3 Yr. Term
Patricia Mitchell	2019	
Lynn Atkinson	2020	
Carolyn Kelly	2020	
Jessica Lamothe (Chair)	2020	
Joan Nesbit	2020	
Francie Caudill	2021	

Master Plan Committee

Susan Beckmann, Chairman	Indefinite Terms
Jay Bothwick	
Sarah Creighton	
Josh Crosby	
Lisa Bonneville	
Gary Gilbert	
Gary Russell, Vice Chair	
Laura Winn	

Memorial Day Observance

American Legion	2019	1 Yr. Term
Legion Auxiliary	2019	

M.A.P.C. Representative

Andrea Fish	2019	3 Yr. Term
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MBTA Advisory Board

Mark Gustavson	2020	3 Yr. Term
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Man. Energy Efficiency

Programs Advisory Board (MEEP)

Stephen Carr	2019	1 Yr. Term
Dennis Dixon (Chair)	2019	
Sean Stallings	2019	
David Walls	2019	
William Vachon	2019	
Davis Keniston	2019	
Andre Kuehnemund	2019	

North Shore HOME Consortium Representative

George Record	2019	3 Yr. Term
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North Shore Task Force Rep.

Christine DeLisio, Planning Board	2019	1 Yr. Term
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Open Space & Recreation

Steve Jaworski (Con Com Rep)	2019	3 Yr. Term
Olga Hayes (Park & Rec Rep)	2019	
Francie Caudill (Coastal Stream)	2020	
Mike Chapman (At Large) (Chair)	2020	
Helen Bethell (At Large)	2021	
Jared Porter (Bike/Pedestrian)	2019	
Nicola McHugh (At Large)	2021	

Parking Clerk

Christina Wright-St. Pierre	2020	3 Yr. Term
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Parks and Recreation Comm

Michael Coyne	2019	3 Yr. Term
Tod Johnson	2019	
Olga Hayes	2020	

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Joseph Demeo	2021			Town Clerk			
Sean Daley (Chair)	2021			Christina Wright-St.Pierre	2020	3 Yr. Term	
Police Chief				Treasurer/Collector			
Edward Conley	2019	3 Yr.	Contract	Jennifer Yaskell	2020	3 Yr. Term	
Registrars, Board of				Tree Warden			
Eileen Buckley (Chair)	2019	3 Yr. Term		Thomas Henderson	2019	1 Yr. Term	
Gary P. Giusto	2020			Welcome to Manchester			
Bruce Warren	2021			Frederick Johnson	2019	3 Yr. Term	
Christina Wright-St. Pierre (<i>ex officio</i>)				Ryan Ackerman	2019		
Seaside One Committee				Patrick Meehan (chair)	2020		
Thomas Durkin (Chair)	2019	3 Yr. Term		Judy Shipman	2021		
Carl Anderson	2020			Vacancy	2020		
Merritt Miller	2021			Vacancy	2020		
Shellfish Constable				Vacancy	2019		
Thomas Henderson	2019	1 Yr. Term		Vacancy	2019		
Sustainability Committee				Vacancy	2021		
Faith Emerson	2019			Winthrop Field Committee			
Linda Kaplan	2020			Michael Chapman (Chair)	2019	3 Yr. Term	
Su-yin Mittermaier	2021			James E. Moroney	2019		
Alison Anholt (Chair)	2020			Gar Morse	2020		
	2020			George Nickless	2020		
Town Accountant				Matthew Brzezinski	2021		
Andrea Mainville	6.30.2021	(Contract)		Michael Carvalho	2021		
Town Administrator				Sue Thorne	2021		
Gregory Federspiel	6.30.2019	(Contract)		Wiring Inspector			
				Joseph Novello	2019	3 Yr. Term	



The Manchester Essex Fire Explorers mounted a float with an old hand-powered pumper called Essex #2 during Manchester 2018 4th of July parade.

ANNUAL REPORTS



*From left to right: Becky Jaques, Chair-Susan Beckmann, Margaret Driscoll
Standing, from left to right – Vice-Chairman, Arthur Steinert, Eli Boling*

BOARD OF SELECTMEN REPORT

The five-member Board of Selectmen serves as the main policy setting body of the Town and sets the direction for town government operations. The Board addresses a wide array of topics, both strategic and tactical, from long term planning to approving the Assessor's recommendations regarding taxation.

This year, with the adoption of a Master Plan, the Board of Selectman, Committees and Town Departments will have a roadmap informed through public input and professional assistance. The Master Plan will help focus and set the context for decisions while reflecting the values from our community. Those include:

- Fiscal responsibility and government transparency as we honor our character and balance our revenues to sustain services and infrastructure
- Keeping open space accessible and well-managed with a long-term commitment to our natural resources.
- Balanced diverse housing options, strong local economy with walkable neighborhoods,

a dynamic downtown and strong schools are the foundation for our healthy community

- Respect for the ideas and contributions of residents, volunteers, and town employees is a fundamental principle for working together and sustaining community spirit.

As the Board works toward short- and long-term goals within the town, we are also engaged in a broader look at shared services. As voted at last year's Town Meeting, we are participating in a study to look at shared services with Essex and look forward to the results of that study in June.

One of the largest accomplishments this year was the overwhelming support to build a new Memorial School. We thank our residents, including all those in Essex, that understand the importance of education as a cornerstone of a strong community.

While the range of topics we confront is broad, one unifying thread that runs through much of what we do revolves around public safety.

In a significant milestone, the Manchester

Police Department achieved full State Certification through the Massachusetts Police Accreditation Commission. This rigorous process, with well over 150 detailed standards, was completed in December. With the newly achieved certification, we have assurance that our police department is meeting the highest standards of police departmental operations and that strong procedures and protocols are in place to ensure our officers are following today's best practices in law enforcement and community policing efforts.

The Fire and Rescue Department also have made significant improvements this past year. Revised standard fire operating procedures have been updated and adopted as well as new replacement equipment, including a smaller, more nimble four-wheel drive squad vehicle and a fully equipped command vehicle. Now, when a known structure fire is called in, we will automatically request tanker trucks from Essex, Middleton and Topsfield. These tankers will allow thousands of gallons of water to be shuttled to an active fire where hydrant flows need a boost.

Over the past five years we have been working at an aggressive rate to make improvements to the water system and the amount of water volume we distribute through the town water system. The main trunk lines on Pine, Pleasant and Lincoln Streets have all been replaced with larger pipes. We are in the final phase of replacing valves and hydrants through-out town. Upgrades to the treatment plant and the well at Lincoln Street have been made to assure a strong water supply.

Another aspect of public safety includes maintaining our roads, culverts and seawalls. The Central Street culvert and dam is in poor condition and is slated for a complete reconstruction. Design and permitting work are well underway with construction slated in a year or so from now. We have secured a \$500,000 grant to help pay for the construction costs.

We will also receive funds from FEMA to pay for repairs to the Tuck's Point Rotunda and to the Singing Beach revetment. We may receive funds for the reconstruction of the Boardman Avenue seawall. Damages sustained were the result of the March 2018 storms.

These are just some of the updates and efforts underway to ensure the public health and safety of our community. Elsewhere in this

Annual Report you can find more details on the DPW's work in providing clean drinking water and processing wastewater, how the Board of Health monitors infectious disease, water quality at our beaches and elsewhere, and how our Building Department ensures the adherence to building codes. We are fortunate to have dedicated staff that carry out the work necessary to keep us all safe. We appreciate the work they and all municipal employees do day in and day out.

Finally, we appreciate the trust you place in us to guide the operations of the Town and we look forward to working with you as we strive to maintain this special place. The Board welcomes all to attend our regular Monday evening meetings (typically the first and third of the month) or watch the proceedings on the local community cable station. We are always pleased to take your input as we consider the issues and decisions facing this amazing community we all call home.

TOWN ADMINISTRATOR REPORT

While we may be a small community there is always plenty that needs doing. Indeed, it seems there is never enough time to get to everything on the "to do" list. As I often say, I am never bored! The good news is that the Town remains in solid financial condition and provides an array of excellent municipal services with strong efforts continuing to ensure this remains the case.

Staffing and Operations: We are fortunate to have a talented and dedicated group of town staff and citizen volunteers. Staffing numbers have remained stable. Voters approved a new "floaters" position in the Fire Department to help make sure we always have at least three career firefighters on duty 24/7. We are slowly building the ranks of our call force and we have consolidated the Fire Dispatch with our Police Dispatch operations freeing up fire fighters to be at an incident.

We hired new people for the top two positions in the DPW – Charles Dam as DPW Director and Nate Desrosiers as our Project and Facilities Manager. Their engineering background and strong project management skills have been a real plus as they dive into an aggressive plan to rebuild our infrastructure.

Following up on a vote from the April 2018 Town Meeting, a study is underway to explore

opportunities of sharing staff and other resources with Essex as we search for greater efficiencies in our operations.

Infrastructure Improvements: Our more pro-active efforts to rebuild our infrastructure continued apace during 2018. We have nearly completed our efforts to remove unwanted water from our sewer pipes (infiltration and inflow.) The last big project is the relining of the sewer line along the inner harbor slated for this spring. This will complete a 6 year effort to bring the sewer plant into compliance with a state consent order and allow for the modest addition of new connections to the treatment plant.

Over half of the valves and hydrants serving our water system have been replaced with the remainder to be completed by the end of this summer. Major water mains have been replaced on Pine, Pleasant and Lincoln Street. The next focus is on the old pipes in the eastern part of town. Replacing or relining these will greatly improve the volume of water available especially from fire hydrants in this section of town. A boost in funding using our reserves is being sought at the April 2019 Town Meeting to accelerate this effort.

Damage caused by last March's winter storms will be repaired through the help of FEMA disaster funds. The Singing Beach revetment should be repaired this spring. Perhaps next fall reconstruction of the seawall at West (Stinky) Beach can also be done if funding is approved. We will receive reimbursement from FEMA for the repairs made to the Rotunda at Tuck's Point.

Tighter project management has been a focus of our new DPW management team. New checklists and review processes are in place. At the recommendation of a resident, we conducted a peer review of the Chowder House project and have incorporated the recommendations into our project management process that came out of this review as well.

At the request of the Friends of the Council on Aging, a search for a suitable home for a future Senior Center has begun. Many communities have successfully combined a youth center and a senior center in a vibrant and active community center with many intergenerational activities as well as programming tailored to specific age groups. The search includes discussions with owners of private buildings as

well as looking at town owned lands.

Long Term Plans: A new master plan was drafted by the end of 2018, capping over four years of hard work by a citizen based steering committee and our own Town Planner. Just prior to going to press for this report, the Planning Board, after careful review and editing, voted unanimously to adopt the new plan. This document becomes an important road map for efforts to maintain the special character of Manchester while adapting to new challenges. Each year the document will be reviewed and work-plans will be prioritized and linked with our annual and long-term budget process.

A new Hazard Mitigation Plan and a new Municipal Vulnerability Preparedness Plan were also approved last year. These documents provide important guidance to how we should build greater resiliency to storms, rising sea levels and other major hazards.

A recreational fields master plan is underway and should be completed during 2019 providing recommendations for how to meet the playing field needs of very robust groups of team sports.

In moving forward with recommendations contained in these reports as well as recommendations that various boards and committees make, we will work hard to improve the level of communications with neighborhoods that might be the subject of a particular project.

Communications and Engagement: During 2018 we continued to improve our on-line presence, continually adding content to the Town's web site and doing more on social media platforms. Selectmen updates and my (mostly!) weekly articles in the Cricket provide announcements and updates on current topics.

Communications is one of those areas where it seems always more is needed. Our digital world is here to stay and people's expectations for information and the ability to engage through social media is not going away. Thus, here at Town Hall we need to develop new capacity to engage with the public where you are. Asking people to attend a meeting is not enough. We need to move beyond the town website and occasional postings to a town Facebook page.

The proposed FY20 budget includes funding for a part-time Community Engagement and Communications Coordinator (CECC.) The coordinator's focus will be to bring govern-

ment and citizens together to foster collaborative conversations, build positive relationships and create new and innovative ways to get citizens involved. Through the use of social media, other digital platforms, neighborhood collaboration, customer service, public outreach, and other special projects, the coordinator provides dedicated time for engaging with the public.

In addition to ensuring a robust on-line presence, the “CECC” will take the lead in organizing neighborhood communications prior to getting underway with construction projects and studies. The coordinator will also develop new citizen academies, departmental open houses and drop-in hours in order for residents to gain better understandings of our municipal services and easier access. Working with our local community cable station, 1623 Studios, the CECC will help produce informational videos for on-line viewing and assist in airing more committee meetings.

While we have worked hard to get more information out to residents, there is always more that can be done as illustrated by a couple of projects during 2018. The hiring of a person dedicated to community engagement and opening up additional lines of communications should enable us to reach the next level in having a well informed and engaged citizenry. This in turn will allow for a robust and healthy exchange of ideas, reduce the number of times someone says “I never knew about that” and allow for the continual improvement of local municipal services.

Respectfully submitted,
Gregory T. Federspiel, Town Administrator

ADA ADVISORY COMMITTEE

The Americans with Disabilities Act Advisory Committee is made up of people with varied backgrounds but with one common mission: equal access for all citizens.

In 2018, the ADA Committee met three times. One of the main issues addressed was the ADA Goals for the Master Plan. The Committee reviewed the Master Plan and made recommendations for consideration by the Master Plan Committee.

As we continued to monitor accessibility in town owned buildings, it became obvious that Seaside One had lapsed into non-compliance. After more than a year of trying to get this remedied, DPW Director Chuck Dam and

Facilities Manager are ready to address the immediate problems in the spring, as soon as weather permits. A more permanent and aesthetic solution will be looked at in conjunction with the Central Street Culvert Project.

The Committee looks forward to continuing its mission in 2019 and welcomes new members to the Committee. If you are interested in joining, please see the Town’s website for a Committee Volunteer Application.

ANIMAL CONTROL BOARD

The Board of Selectmen reappointed the three Animal Control Board members for one, two and three year terms. The responsibilities of the Animal Control Board are to assure that animals do not become a nuisance, that animals are treated humanely, and that the Town by-laws concerning animals are enforced. The Animal Control Board serves as an advisory group to the Board of Selectmen on matters related to Animal Control procedures, facilities, services, and programs. The Animal Control Board is also responsible for soliciting input from the community to improve animal control, to review policies, procedures, facilities, fees and signage and to make recommendations of any changes to the Board of Selectmen as needed. The Animal Control Committee meets once a month.

BOARD OF ASSESSORS

The Board of Assessors has established as of January 1, 2018, for Fiscal Year 2019, which begins on July 1, 2018 and ends on June 30, 2019 the following assessed values for the town, as required by law.

FY2019 - Real Estate & Personal Property

Residential Property - 2168 parcels -	\$2,279,712,840
Commercial Property - 100 parcels -	101,712,296
Industrial Property - 14 parcels -	7,046,900
Personal Property - 145 accounts -	54,994,520
Total Taxable - 2429 par/acc. -	2,443,466,556
Exempt Property - 353 parcels -	183,925,000
Tax Rate per \$1,000 of value -	\$11.23
Total Taxes Raised -	\$27,440,129.42

FY2018

Real Estate & Personal Property

Exemptions approved (elderly,veterans, blind,etc.) -	32
Deferrals -	3

Senior Workoff -	2
Abatement applications filed -	8
Personal Property apps. approved -	1
Personal Property apps. Denied -	0
Real Estate apps. approved -	4
Real Estate applications denied -	3
Withdrawn -	0
Deemed Denied -	0
Late Filing -	0

Motor Vehicle & Boat Excise Abatements (processed in 2018)

2018 Motor Vehicle Excise abatements	238
2017 Motor Vehicle Excise abatements	15
2016 Motor Vehicle Excise abatements	9
FY19 Boat Excise abatements	23
FY18 Boat Excise abatements	21
FY17 Boat Excise abatements	1

We would like to remind taxpayers, if they have any questions about Motor Vehicle Excise, Boat Excise, Real Estate or Personal Property assessments, abatements or exemptions to call our office at 978-526-2010 or visit our web site at www.manchester.ma.us. We have our maps and assessment records on-line. They can be accessed through the website.

Thank you for your assistance and cooperation throughout the year.

Louis R. Logue, Chairman

BICYCLE/PEDESTRIAN COMMITTEE

Our mission:

To make bicycling and walking, as non-motorized forms of transportation, safer and more accessible throughout the Town of Manchester-by-the-Sea.

Committee members:

Terry Cowman, Parker Harrison, Jared Porter, Freddie Cicerchia, Kurt Svetaka, Amy Coleman, Aileen O'Rourke, Susan Centner, Al Centner

In 2018, the committee focused on building upon the safety initiatives set in motion the previous year. These initiatives included a focus on increased crosswalk safety as well as educational and advocacy efforts. In addition, with the eventual selection of projects for funding under the Complete Streets Policy adopted by the town, the committee continued its efforts to move those selected projects forward and to identify potential projects for the next round of the Complete Streets funding process.

Safety Initiatives:

Crosswalk safety was the committee's primary safety initiative in 2018. Members considered several factors to help identify the crosswalks felt to be most in need of remediation. Those factors included but were not limited to the location, lighting (if any), traffic density, line of sight, amount of usage and public input. Working in conjunction with Department of Public Works Director Chuck Dam, members made recommendations for signage and the redesign of crosswalks identified as being the most potentially dangerous for pedestrians. There were five crosswalks in the downtown area that were identified as needing immediate remediation. Of the five, all but one will be addressed in the final re-design of the Complete Streets projects that were approved for funding.

As a measure to help reduce traffic speeds throughout town and increase crosswalk safety, the committee advocated for the purchase and installation of speed limit feedback signs and active pedestrian crosswalk signs in town. The town purchased four speed limit feedback signs and one active pedestrian crosswalk sign. On advice of the Manchester Police Department and the DPW, the four speed feedback signs were installed at the incoming lanes of the four major feeder routes into MBTS. The active pedestrian crossing sign was installed at the corner of School Street and Lincoln Street.

Educational Initiatives:

This past year, the committee worked with the Memorial School to implement a fifth grade Art Class poster project. Students created posters with pedestrian and bicycle safety as the main theme. More than seventy posters were submitted with themes such as texting while driving, proper crosswalk safety practices, and safe bicycling and pedestrian practices. The posters were displayed in the front windows of the Memorial School from May through the end of the school year.

The committee also organized a Bike Rodeo in May. The rodeo was held in the parking lot of the Memorial School. Members of the Manchester-Essex Rotary along with Bike/Pedestrian Committee and community members volunteered their time for the event. In addition, several officers from the MPD were present to teach basic bicycle safety rules to the participants, who ranged in ages from four to fourteen. Stations included a bike inspection and

repair station, rules of the road station, and several hands on bicycle safety courses.

In September members of the committee volunteered at the 5th Annual PMC Kids Ride held at Masconomo Park. The ride, included kids of all ages and abilities, raised money for the Dana-Farber Cancer Institute.

Advocacy:

In 2018 the committee continued to work closely with the Manchester Police Department to advocate for increased speed and crosswalk enforcement throughout town. The MPD continues to collect and analyze traffic data to better identify potential hazard areas throughout town.

Members of the committee participated in meetings with the architects for the new elementary school to advocate for a pedestrian friendly design. The committee also submitted, through Town Planner Sue Brown, recommendations for the MBTS Master Plan.

The year ahead:

In 2019 the committee will support moving the Complete Streets Policy forward with an eye on improving pedestrian and bicyclist safety; work with the school district to encourage safe walking and biking among students; and collaborate with organizations such as MassBike and the Safe Routes to School program.

Most importantly, the committee will continue to seek input and participation from the residents of MBTS in order to help make the streets and sidewalks of Manchester safer.

Manchester-by-the-Sea
Bicycle/Pedestrian Committee

CABLE ACCESS CORPORATION REPRESENTATIVE

Formerly Cape Ann TV, 1623 Studios is a 501(c) 3 nonprofit organization dedicated to producing community programming for Cape Ann and to providing a forum for the free exchange of information and ideas. The organization also provides a full spectrum of creative services to support its mission.

1623 Studios serves the City of Gloucester, and the Towns of Essex, Rockport, and Manchester-by-the-Sea, on Comcast Cable Channels 12, 20, & 67, and the Internet.

The organization offers a four-camera studio; portable field equipment; and editing suites, with a choice of systems: Final Cut Pro

and Adobe Premier. The station recently invested in live broadcast equipment that will support the broadcasting of multi-camera shoots live from virtually any location, significantly improving the organization's ability to cover Manchester events in a timely, relevant manner. Membership and training are pre-requisites for equipment and facility use which are available on a first-come, first-served, basis.

More than 69 significant Manchester events were covered during the 2018 calendar year including: Selectmen and Town Hall meetings; school committee meetings; MERHS sports games; MERHS graduation; and Cape Ann Symphony performances.

Paul Jermain, Manchester Representative

CHEBACCO WOODS LAND MANAGEMENT COMMITTEE

During 2018, R. B. Strong improved a short section of trail near the Route 22 entrance. We reprinted an additional 2,000 trail maps and removed from the new maps trail designation signs on an abutter's property. Stendahl Tree Service cleared downed trees from trails on several occasions. Sue McLaughlin continued to replenish the kiosk with trail maps and dog waste bags, and she emptied the trash barrel several times each month. We purchased a new trash barrel lid as the original had rusted. Jack Haas stepped down from the committee at the end of the year. We will miss his valuable contribution. We have found a replacement, but at this writing, he has not yet been appointed.

Ralph C. Smith Chair

COASTAL STREAM TEAM

The Manchester Coastal Stream Team is a Town Committee that serves as the local task force for Salem Sound Coastwatch. We focus our efforts on maintaining and improving the water quality and habitats of Manchester's coastal waterways through various projects and educational outreach.

We received preliminary approval, to be confirmed at Town Meeting, for a grant from the Community Preservation Committee to do a film study of Sawmill Brook, looking for areas that need work or further protections.

We worked in collaboration with Salem Sound Coastwatch on several projects: monitoring the intertidal areas of Black and White Beaches for marine invasive species; conduct-

ing biweekly water collections over the summer in three locations that flow into Kettle Cove to gather information regarding possible sources of bacterial contamination; and conducting some early research and data collection on shellfish beds to see if they might be able to be reopened in Manchester.

We continued our work with the Coastal Resilience Advisory Group (CRAG) conducting stream measurements of Sawmill Brook on a monthly basis to aid in data collection for various grants the town has received. We continued to work on issues of mutual interest with the Board of Health including the bacterial counts in the marshes and mosquito control.

We extended our 20-year cooperation with the DPW to open the tide gate in the spring to encourage smelt runs in Sawmill Brook; joined the Community Center on their town-wide clean-up effort with a focus at Black and White Beaches; and cleared the invasive purple loosestrife at Dexter Pond to allow native species to flourish.

We always welcome new members. Our meeting dates can be found on the Town calendar.

COMMUNITY PRESERVATION COMMITTEE

Now in its twelfth year, the Community Preservation Committee (CPC) continues to assist the Town and local non-profit organizations by providing funding for projects that fall within the three categories for which CPC can expend funds: Affordable Housing, Open Space and Recreation, and Historical Preservation. Some of the initiatives we funded last year include work at Dexter Pond and Powder House Hill, restoration of the Chowder House, funds for a landscape architect to assist in the design and future plantings on the Town Common, continuation of cemetery restoration, and initial funding for the Affordable Housing Trust. We continue to allocate 10% of local CPA receipts to the three areas of our jurisdiction: Affordable Housing, Open Space and Recreation, and Historic Preservation and 5% for CP Administration.

The CPC is pleased that the Town voted to support the creation of the Manchester Affordable Housing Trust. We continue to endorse efforts being made toward increasing community, affordable housing stock in Manchester and will continue to work with the Trust in that regard.

The CPC wishes to thank Woody Kelly who has been a driving force not only in efforts to adopt the CP Act in Manchester, but who has been a dedicated and devoted member since its inception. Woody worked tirelessly, often behind the scene, to assure that our investments in projects were being carried out responsibly. He will be missed by all of us.

We appreciate the support and enthusiasm citizens have shown for the work of the CPC. We will continue to do our best to manage our funds efficiently and bring recommendations to the Annual Town Meeting for voter approval.

Jack Burke and Sue Thorne
CPC Co-Chairs

CONSERVATION COMMISSION

First and foremost, we wish to recognize and thank each member of the Manchester-by-the-Sea Conservation Commission for their dedicated volunteer service to the community. The Commission conducted 16 regular public meetings and continued its regulatory and non-regulatory activities in the year 2018.

Wetlands permit applications were up slightly compared to 2017, including a nearly 50% increase in the number of Certificates of Compliance issued for completed projects. These applications are reviewed under both the Massachusetts Wetlands Protection Act and the Town Wetlands By-law. The Commission issued 11 Determinations of Applicability and approved 11 De Minimis Change requests. The Commission also issued 23 Orders of Conditions, 1 Amended Order, 32 Certificates of Compliance, 1 Order of Resource Area Delineation, 1 Enforcement Order, 3 Amended Enforcement Orders, and 3 Emergency Certifications. A number of Letter/Tree Permits were issued by the Administrator.

The 2018 March storms (Nor'easter Riley) prompted the State to issue an Emergency Declaration to better streamline the approval process for storm damage repairs to structures located along the coast. Approximately 20 privately and Town-owned properties took advantage of the declaration and/or followed-up with the Administrator to affect repairs.

In 2018, the Town completed three environmental sustainability projects funded with grants from FEMA, the Massachusetts Environmental Trust, and the Mass EOEEA Municipal Vulnerability Preparedness (MVP) pro-

gram. These projects resulted in an updated and enhanced FEMA Hazard Mitigation Plan, the Sawmill Brook Tide Gate Removal and Stream Restoration Feasibility Study, and the designation of Manchester by the state as a MVP Certified community making the Town eligible for future grants.

In addition, the Town was awarded a new MVP "Action" Grant to create ecological restoration plans for Central Pond and for replacing failing retaining walls on the pond. The Town continues to seek grant funding that will address climate change impacts on the Town and promote environmental sustainability.

Beaver activity along upper Sawmill Brook caused concerns for abutters along the stream in 2018 and the Commission approved a solution to have the beavers removed by a professional trapper, and the dams removed by Town personnel.

The Commission proposed to protect Manchester scenic wetland views by advocating a change in the Manchester Wetlands By-Law (XVII). At the Spring Town Meeting, residents voted not to allow the by-law change. The Commission also proposed a Town Warrant Article for 3 Town-owned parcels located in western Manchester to be designated as Conservation Land. At the Fall Town Meeting, the warrant article failed in favor of obtaining more information about the parcels.

The Commission received approval from the Community Preservation Committee for funding the "Preservation of Dexter Pond Project". The CPA-funded study, if approved by voters at the Annual Town Meeting, will result in an ecological assessment of Dexter Pond to help determine short and long-term management strategies. The study will take place in 2019.

Chris Bertoni, Conservation Administrator, staffs the Commission. Eva Palmer continues as part-time Administrative Assistant and acting minute-taker for the department. Mary Reilly, Grants Administrator for the department, also staffs the Open Space Committee. The Commissioners are eternally grateful to these able staff for their energy, output and insights.

The Commission welcomed a new volunteer member, Henry Oettinger, in 2018 to serve a three year term. Commission members and Administrator participate on other committees, including the Community Preservation Committee, and the Open Space and Recreation

Committees and work cooperatively with other boards. Commissioners regularly attend informational workshops and conferences to keep up with current regulations, procedures, and strategies for effective resource and conservation area management.

Steve Gang, Chair
Steve Jaworski, Vice Chair

COUNCIL ON AGING

Manchester by-The-Sea has a senior population of approximately 1,855 or about 33% of the population being 60 or over. Census projections continue to trend toward our senior population growing to over 38% by the year 2035, while the overall Town census drops significantly. The focus of this department continues to be a mission of developing far-reaching programs to meet and serve the ever-increasing needs of our senior citizens. Development and operation of a Senior Center, affordable health insurance & prescription drug coverage, transportation, senior housing expansion and redevelopment are the key issues facing our seniors.

The following are some of the highlights of the services provided in 2018:

- Monthly "Lunch of the Month" for 40-50 senior citizens, partially funded by The Friends of the Council on Aging
- Provided over 7,000 units of transportation to senior and disabled citizens
- Provided over 595 units of outreach service to senior and disabled citizens
- Multiple cultural and social outings for seniors
- Offered musical/theatrical events at Crowell Chapel
- Delivered (by volunteers) 4,334 Meals on Wheels to 33 homebound seniors
- Sponsored several health and wellness seminars
- Monthly Low Vision Support Group offering special presentations
- Weekly Yoga Program funded in part by the Friends of the Council on Aging
- StrongWoman exercise program twice weekly with 70 to 75 participants for each 12 week session
- Weekly Zumba Gold Class with 20 to 25 participants
- Co-hosted an all community shredding day
- Annual summer luncheons/events at Tuck's Point

- The COA newsletter is mailed and/or emailed to over 1,100 senior citizens each month. The Friends of the Council on Aging fund the mailing.
- Provide Tax-Aide in a partnership with AARP and SeniorCare to over 80 senior and disabled citizens
- Provide SHINE (Serving Health Information Needs of Everyone) Counseling
- Provide Medicare Advocacy Counseling
- Develop and promote TRIAD programs
- Working to become a Dementia Friendly Community

A very big part of the COA growth and success goes to approximately 78 active volunteers who donated thousands of hours in 2018. It is because of their many acts of kindness and their caring attitude that the COA is able to reach a greater than ever number of senior citizens in need.

Nancy Hammond, Director
Senior Services/Council on Aging

CULTURAL COUNCIL

The Manchester Cultural Council continued its mission of bringing cultural enrichment, creative and educational opportunities to Town residents of all ages. The Fiscal Year 2019 grant allocation and uncollected funds (from 2018) of \$5,602 from the Massachusetts Cultural Council enabled us to fund all 9 programs requested.

These programs include: The Woman's Club - Ella Fitzgerald; PTO Enrichment, Amazing Hero Art; Youth Initiative 2019/Suzanne Powers, "Peter and the Wolf"; COA - Delvena Theatre Company, "Ann + Abby"; Manchester Public Library - Universe of Stories; Instrument Lending Program/The Musary; NMYO, Youth Orchestras; MPL - "Perky Pairing-Coffee/Chocolate"; Seaside Garden "Floral of 17thC Women".

The Cultural Council is comprised of 9 members this year, who are appointed by The Board of Selectmen to serve three-year terms. We are always seeking new members and encourage those with any interest to contact us.

Alison Daley, Chair

DOWNTOWN IMPROVEMENT PROJECTS COMMITTEE

During 2018 the Downtown Improvement Projects Committee (DIP) met monthly to dis-

cuss a variety of topics impacting Manchester's Downtown area. Our primary concern this past year centered around safety on the roadways. In collaboration with the Bicycle and Pedestrian Committee we were instrumental in reducing the speed limits to 20 MPH in the immediate downtown area. This followed our efforts in helping the BOS acquire the ability to set 25 MPH speed limits throughout the town. In working toward these objectives, we strove to achieve a downtown area where pedestrians, bicyclists and drivers could coexist in harmony.

We recommended several important items to the Board of Selectmen including the opening of a pass-thru from the town hall parking lot to Beach Street. We urged the seasonal blocking of the boat ramp behind hall to prevent flooding of the town hall and parking lot. We helped the DPW to create a trial roundabout project at the Pine St./Central St. intersection which proved unsuccessful.

We had numerous discussions with the DPW directors and the Town Planner regarding Manchester's Complete Streets Program as well as the purchase of all our street lights and the changeover to LED fixtures. With regard to the beautification of the downtown area and the extension of DIP Phase I, we have been forced to delay the planning stage until the Central Street culvert, bridge and dam issues have been resolved.

DREDGING COMMITTEE

Manchester Harbor is not a natural harbor. Until the 1890s when it was first dredged, it was a tidal mud flat, and without periodic maintenance dredgings, it will return to a mud flat. For the first century the costs of dredging were apportioned between the Commonwealth, which owned the harbor bottom, and the town of Manchester, which administered it. In the 1990s, however, our state government first failed to fund their portion of dredging costs then largely abandoned the existing policy of cost apportionment. In the meantime, scheduled dredging projects had to be abandoned after the town had expended money collected from mooring fees when funding from the state was not forthcoming.

The Manchester Harbor Dredging Advisory Committee was created by the Board of Selectmen to study the harbor dynamics dredging costs to develop a long term dredging plan. To

that end, the committee developed an integrated hydrodynamic model of the harbor bottom and financial model to project likely costs for the next 30 years. The plan submitted to the Board of Selectmen was designed to minimize the long term cost to the town but will require gradual reorganization of the harbor into separate areas for shallow and deep draft boats. But minimizing does not imply eliminating. The decades of skipped projects and mooring fees based on the old rules as well as deep uncertainty for what state funds may become available dictate that future costs will far outstrip the dredging fund.

Engineering work on the next dredging project has begun with a new hydrologic survey of the harbor bottom. When we receive the data, the Dredging Committee will validate and update our hydrodynamic model, review our long term plan, and, if necessary, update our recommendations to the Board of Selectmen.

Paying for future dredging projects will be challenging unless state grants can be secured. While the goal is to have the waterway fund pay the costs, the fund will likely fall short if outside funding is not secured.

FIRE DEPARTMENT

The year began like any normal winter period for the fire department with its associated calls for assistance. However all of this changed in March when the region was hit with winter storm after winter storm. March requests for assistance was the highest in 2018 with 118 calls that included medical aids, investigations for wires, fire alarms and inspection requests. Overall, the fire department responded to 1,112 requests for assistance in 2018.

The Manchester Fire Department provides a wide range of services to the Town that include responses to fire alarms, motor vehicle crashes, emergency medical assistance, as well as requests for residential smoke detector and carbon monoxide inspections when a home is sold. Proactively we perform fire safety inspections to local businesses and to all of the schools in Town. Each quarter your fire department conducts unannounced fire drills in our schools in an effort to raise awareness for quickly exiting the schools in a fire emergency. To drive home the critical importance of fire safety the fire department received state funding grants. One grant is called S.A.F.E. (Student Awareness Fire

Education) and is aimed at the student population in our schools, and the other grant is known as Senior SAFE which is geared to our senior populations. Both grants enable the fire department to closely interact with individuals representing the greater “at risk” groups in society. The reception from everyone is always very positive and well received.

Also during 2018 the fire department saw the delivery of several new pieces of equipment and apparatus. In the spring a new “Chief’s” vehicle was received. This is a “Police Interceptor” Ford all-wheel drive SUV. Capable of negotiating many of the streets in town this vehicle serves as a “command” vehicle for serious incidents and is stocked with EMS equipment in addition to a small cache of tools. During the summer the fire department took delivery of Squad 3 which is a scaled-down version of a larger fire engine. The truck has a special foam system for firefighting as well as a variety of air-packs, tools, water-rescue gear.

One of our greater successes in 2018 was being awarded a grant from FEMA’s Assistance to Firefighters Grant (AFG). The grant allowed us to purchase a battery-operated spreader tool, a cutting tool and a tool referred to as a RAM. All of the tools purchased are designed for heavy extrication work when trying to gain access to someone trapped in a crashed vehicle. These tools can also be used for any number of serious incidents where either a person is trapped, or access to something requires the movement or removal of obstacles.

Department Chaplain David Forsythe continues to serve as an active member of two Critical Incident Stress Management Teams: The Metro-Boston CISM Team and the Greater Boston Law Enforcement CISM Team. In addition to his regular participation in team training events, Chaplain Forsythe was deployed for twelve Critical Incident Stress Debriefings provided for first responders.

The Manchester Fire Department stands ready 24-hours a day, seven days a week to help anyone. On staff each day we provide Advanced Life Support emergency ambulance transport. We also have a small contingent of on-call firefighters to supplement the professional career staff. If you’re interested in becoming an on-call firefighter, or would like to learn more about us, we welcome your call or stop by the firehouse at 12 School Street.

HARBOR ADVISORY COMMITTEE (HAC)

During 2018 the dredging in Area 1 (A) was completed; fore and aft moorings in Area 1(A) were utilized making it a safer and more navigable inner harbor.

The Harbor Advisory Committee continued discussions on the overcrowding and safety of Long and Black beaches.

Necessary repairs to the Masconomo seawall and expansion of the Reed Park docking area was worked on.

The Harbor Advisory Committee continued meetings with the Harbor Master to ensure future improvements along the harbor and continued review of the Harbor Regulations with few minor changes.

All of the above actions and more continue to make our harbor one of the Crown Jewels of our beautiful town.

All meeting minutes can be found on the town website.

HARBORMASTER

Many thanks to all the individuals, businesses and town employees that helped make the past boating season so safe and pleasurable. The Harbor Department could not do it without you.

Infrastructure:

- The expansion plan for the Reed Park docks

to accommodate more transient boaters is in the final phase. North Shore Marine Contractors will drive pilings, modify the pier and install the new ramp this spring. In the meantime the Harbor Department will construct the ten new floats for the facility. Work should be complete for the beginning of the boating season.

- Repairs to the seawall at Masconomo Park have begun. T. Ford Construction of Georgetown is currently on site and work is expected to end no later than April.
- Permitting of the non-compliant Tuck's Point floats is also underway. The facility will be permitted for year round use with an additional forty-eight feet of dock space supported by pilings.
- The latest dredging project was completed last February which means we are already thinking about the next round! Hydrographic surveys of the harbor have already been performed by CLE Engineering. The survey is the first step for the next round of dredging to be followed by soil sampling and permitting. Construction is years away.
- Fore & aft moorings will likely be utilized in other parts of the harbor following successful implementation in Area A this past summer. Whittier Cove (Area 4) and part of Area 3 (C) have been identified as benefiting from this change. The goal is to create safe navigation



Lt. Governor Karyn Polito speaking at the ribbon cutting ceremony celebrating the completion of the Manchester Harbor Dredging project partially paid for by a \$500,000 state grant.

lanes while reducing or eliminating damage from boats swinging into each other while on moorings and financial savings in future dredging projects.

Funds and Revenue:

Mooring & Waitlist Revenue FY18

Total: \$226,616

Boat Excise Revenue 2018

Total: \$33,250

Dredge Fund as of 1/24/2019

Total: \$90,854

Waterway Fund Balance as of 1/24/2019

Total: \$158,172

Boats:

The Clean Vessel Act pump-out boat was busy again this year. Over one thousand gallons of waste were removed from vessels again this year. The program continues to be funded at 75% by federal dollars with the balance coming from the Waterway Fund. Sign up for free pump-outs today.

Records:

Files are available for inspection during office hours. No appointment is necessary.

Moorings & Waitlists:

Waitlists - As of January 22, 2019 there are 409 names on the mooring waitlist, 46 of the names were added since January 2018. The mooring-change list has 63 names.

Moorings- Approximately 32 moorings changed hands in 2018. It is expected 2019 will be an average mooring reassignment year as well.

Mooring and waitlist payments may now be done by credit card or electronic check online and at the Harbormaster's office. Mooring and waitlist records including the waitlist ledgers may be accessed during office hours. No appointment is necessary.

Staff:

I wish to express thanks to Assistant Harbormasters Claude Beaudet and Mitch Paccone for their service last season. Thanks also to the Police and Fire Departments for all the support for the Harbor Department this season. We could not do it without you! And finally welcome to Paul Stone our new Deputy Harbormaster, we are glad to have him aboard.

I look forward to seeing and serving all those who use the Manchester waterfront in the coming year.

Bion Pike, Manchester Harbormaster

BOARD OF HEALTH

The mission of the Manchester-by-the-Sea Board of Health (BOH) is to protect the public health of the citizens of Manchester through enforcement of health codes and regulations, while promoting a healthy community through the use of innovative programs. The Board continued this focus in 2018.

There weren't any beach closings this season, which can be attributed to a drier than normal season and the diligent commitment by the BOH to require septic system inspections and upgrades, if needed, in environmentally sensitive areas.

The new BOH Septic Loan Program started, and has \$150,000 remaining to lend out to homeowners who must address septic system failures. Residents are now able to apply to the Town of Manchester for loan funds to repair or replace a failed septic system by renovating the existing system, hooking up to existing sewer, or replacing a traditional septic system with an alternative system approved pursuant to Title 5. Those loans will then be paid back by the homeowner as betterment on their real estate tax bill. Septic Loan Program Applications are available at the BOH in Town Hall and also on the Town website. Residents, who have questions regarding the program, may contact the BOH office.

Mosquito borne illnesses continued to be a health concern in 2018. Threats from the West Nile Virus and Eastern Equine Encephalitis from infected mosquitoes were monitored and evaluated by the Mosquito Control Board during 2018. They provided treatment in the catch basins and monitoring. Such monitoring resulted in one mosquito at one test site being found to contain the WNV in Manchester this September. Weather and no other positive tests found eliminated the need for ground targeted spraying. The public is reminded that if you would like to "opt out" of spraying on your property contact the BOH for information as soon as possible.

In accordance with State Regulations the BOH continued its licensing and inspections of local food service establishments, swimming pools and camps. Housing complaints and resulting inspections were minimal over the past year.

The Board welcomed Colleen Brown, RN, as the new Public Health Nurse this year. She

held the annual Flu Clinics using purchased vaccines. There were 230 residents vaccinated! The Clinics were run smoothly and efficiently and were again offered to Town residents and Town Employees. Thank you to all the Cape Ann Nurses, Board Members and residents who assisted Colleen with the Clinics. Ellen Lufkin, Assistant to the BOH, is also thanked for her continued service and commitment to the Board and the residents, as well as her tireless efforts in keeping the office running efficiently and smoothly.

In concert with the DPW, the Board continued our commitment to the Town of Manchester to provide a safe environment for disposal of household hazardous waste at its annual collection event.

As in prior years, approval of subsurface sewage disposal systems remains the primary source of activity and revenue for the BOH. The Board wishes you all the best of health in 2019.

Leslie R. Nitkiewicz, Chairperson

HISTORIC DISTRICT COMMISSION

During the past year, the Historic District Commission ("HDC") held eleven (11) meetings; one (1) special meeting on March 1, 2018 to compensate for the cancelled February 22, 2018 meeting; considered nineteen (19) applications; conducted nineteen (19) site visits; and granted nineteen (19) Certificates of Appropriateness, six (6) of these applications were for signage approval. There were no applications for Non-Applicability or Hardship filed in 2018.

The HDC members conducted site visits prior to the first meeting for each application. All applications were filed, processed, and decided according to town and state laws, by-laws, and procedures. The HDC clerk properly notified applicants. Abutters were notified with Waiver of Public Hearing documents via US mail. The HDC decided that one (1) application required a public hearing, and the clerk notified the abutters by US mail, and advertised the Notice of Public Hearing in the Manchester Cricket within the required deadline of three (3) weeks prior to the meeting. The Board has endeavored to better coordinate its activities with those of the other Town boards.

At the November 2017 meeting, Mr. Bruce Heisey and Mr. Paul Sullivan gave a presentation to the HDC regarding the proposed Veter-

ans Memorial project. A formal application was filed on behalf of the Veterans' Honor Roll Memorial on the Town Common, and was approved by the HDC at a formal public hearing on March 22, 2018.

The continued issue of signage in the Historic District was again addressed by the HDC, as well as lighting and flashing signs. A final draft of the Signage Guidelines, prepared by Mr. Smith and Mr. Round, was approved by the HDC at the November 2017 meeting. The HDC clerk mailed a revised letter, along with the revised Signage Guidelines to all the merchants in the Historic District on June 30, 2018.

Mr. Sabella suggested that Manchester-by-the-Sea consider adding house markers on historic homes and buildings in town. The HDC agreed with this idea, and requested Mr. Sabella provide further information, such as samples of house markers used in other towns in the area. The HDC will continue to investigate this matter in 2019.

At the October 25, 2018 HDC meeting, Christina St. Pierre, Town Clerk, led a discussion regarding the financial issues of the Historic District Commission, which resulted in a vote by the HDC to increase the fees accordingly: In an effort to defer the increasing costs and expenses incurred by the HDC, the HDC filing fee has increased from \$50.00 to 75.00 for applications not referred to the HDC by the Manchester-by-the-Sea Building Department and \$100.00 for applications referred to the HDC by the Manchester-by-the-Sea Building Department.

Also, at the October 25, 2018 HDC meeting, Sue Brown, the Town Planner, updated the HDC regarding its role in the Manchester-by-the-Sea's Master Plan.

The HDC welcomed new members Rosemary Costello and Robert Coppola this year.

John Round, Chairman

HOUSING AUTHORITY

The Manchester Housing Authority consists of 80 elderly/handicapped housing units located at Newport Park, 667-1 constructed in 1963 and The Plains, 667-2 in 1974 and a 4-family housing unit located on Loading Place Road constructed in 1989. MHA's focus is to insure that the public housing resources are utilized to their maximum capacity. Our goal is to provide safe, sanitary, affordable housing. This year we expe-

rienced a 13% turnover of our elderly/handicapped units not including the 4 units of family housing.

The Authority receives an operating subsidy from the Department of Housing and Community Development (DHCD) which comes from an annual appropriation in the State Budget. We use this subsidy to help manage and administer the Town's 84 affordable State units. Along with the subsidy to help meet operating expenses for our program needs, DHCD also distributes funding for Capital Improvements. This formula funding is project-specific and restricted solely to capital projects. The Manchester Housing Authority does not receive funds from the Town of Manchester

Included in the 2018 Capital Improvements Plan was the replacement of 8 roofs at The Plains, chimney repairs at Newport Park, septic system repairs at Loading Place Road and engineering designs for window replacement at Newport Park. Window replacement will continue into FY2019.

We thank the town's Fire and Police departments for helping us to provide safe, sanitary and affordable housing for its residents giving them the opportunity to reside in a suitable living environment.

Senator Bruce Tarr and Representative Brad Hill continue to support legislation for the modernization and upgrading of public housing. We thank all the Town boards for their assistance as well.

We would like to commend our staff, Executive Director Irene Frontiero; Maintenance Mechanics, Chris Rodier and Brian Bernard; and Administrative Assistant, Nancy Feener for their diligence and professionalism. We also would like to extend our appreciation and thanks to all the volunteers in the community and to the First Baptist Church for their assistance in this year's fall leaf clean up.

Thank you also to DHCD and our Regional Capital Assistant Team as they have provided great oversight and technical assistance.

INSPECTORS

The year of 2018 continued to be a busy year in the Inspectors Office. Our on-line permitting, which began in June of 2014 continues to be very successful and well-liked by most of the contractors. Beth Heisey continues to work part-time in the Building Department and Liz

Dukes who does all the Assessor's clerical work is also helping out in the permitting department.

Building Inspector, Paul Orlando is in the office on Tuesday mornings from 7 to 8 a.m. and Thursday afternoons from 4:30 to 6:30 p.m. Gas and Plumbing Inspector, Joe Guzzo is in the office on Tuesday and Thursday mornings from 6:30 to 7:30 a.m. Electrical Inspector, Joe Novello does not hold office hours but can be called for inspections.

The following is a list of permits and fees collected for 2018:

Building Inspector

• Permits Issued	312
– Fees Collected	\$123,239

Plumbing/Gas Inspector

• Plumbing Permits issued	141
– Fees Collected	\$ 20,335
• Gas Permits Issued	154
– Fees Collected	\$ 11,881

Electrical Inspector

• Permits Issued	163
– Fees Collected	\$ 41,116

If you have any questions about permitting for Building, Gas/Plumbing or Electrical please call our office at 978-526-2010. On-line permitting can be found on the main page of the website, www.manchester.ma.us, On-line permitting. Thank you for your cooperation throughout the year.

LIBRARY TRUSTEES

In a town of traditions, the Manchester-by-the-Sea Public Library has witnessed generations of changes. From the first moment when "What to expect when you're expecting?" is checked out, to the on line searches for the meaning of baby names, to attending preschool story times, reaching for best books to read aloud, fun family activities, homework help, museum passes for all ages, audio books for your car rides or cooking sessions, music to help you make a good choice to download or dance to, movies for rainy days, snowy days, days you just need to binge on Downton Abbey again. Find out why that edgy comedy got nominated so many times this year or why the classics never grow old. DVDs and movie downloads are enjoyed thousands of times per year by every age group.

College searches start here, applications for these and jobs, taxes, rental agreements, estate

planning, all are researched within the confines of the same building. The fireplace that warms you in the winter, the lawn furniture you cool off on in the summer, are all part of a welcome sponsored by the Friends of the Library. Readers of all sorts, whether they prefer print, magazines, tablet, or books find they are at home here in their library community. Work on a puzzle, knit at the roundtable, work on an art project or start writing that novel. Stay savvy like the daily readers of the New York Times or Wall Street Journal, keep up with Domino, Dwell, Christopher Kimball's Milk Street, The Paris Review, MIT Tech Review, Snowboarding or countless other magazines in print and online. Pick up a new cookbook and master that instant pot or branch out and add to the vegan repertoire before your teen comes home on break.

Manchester checks us out on line, or borrows hotspots, bike locks, attends Device Advice, watches movies in the evenings with friends here, and catches a concert or an author talk. You checked out 68,198 materials last year. You downloaded on the road, on the train, at college, in your home, all using great shared resources which are integral to a contemporary library. You enjoyed books, music, DVDs, each as physical materials and as downloads... Total usage of all electronic collections: 7,088. Total number of programs: 286, attendance =5,384 for the year. We support the lifelong learning and exploration of every age in Manchester-by-the-Sea. What will you learn next? We never know, but we will be here on your journey with generations of change; it's our library tradition.

Ric Rogers
Library Trustee, Chair

MANCHESTER AFFORDABLE HOUSING TRUST

The Manchester-by-the-Sea Affordable Housing Trust (AHT) was approved by Town Meeting in 2016 to create, preserve and support affordable community housing that benefits low and moderate-income households in the town. The seven-member AHT Board of Trustees includes one member or designee of the Board of Selectmen, Community Preservation Committee, Manchester Housing Authority, Planning Board, and Finance Committee that are appointed by the Board of Selectmen and two citizens at large selected and appointed by the Town Moderator.

In 2018 the AHT continued its work to identify affordable housing opportunities consistent with Town needs.

- **Notice of Funding Availability:** The MAHT has produced a Notice of Funding Availability (NOFA) that will invite qualified residents and developers to apply for MAHT funding to help create affordable housing through the development of new affordable rental or ownership units, or through the conversion of existing ownership or rental units to affordable.
- **Redevelopment of Manchester Housing Authority Housing (MHA):** The MAHT is working with the Manchester Housing Authority, State Legislators, and the Massachusetts Department of Housing and Community Development (DHCD) to consider new organizational and operational frameworks for MHA housing to assure this housing can be operated and maintained to meet community needs. A principal objective is to redevelop the MHA sites to create more affordable units within a mixed neighborhood of market and affordable units.
- **Feasibility Study of DPW Site on Pleasant Street:** The MAHT is working with the Town and Mass Housing Partnership to complete a feasibility study of the seven-acre DPW Site on Pleasant Street to determine the amount, style, and mix of market and affordable housing that might be appropriate for this site. The study would help the Town identify a preferred development option and recommendations for zoning and other steps needed to facilitate development of the site.

The MAHT would like to express its appreciation to the Community Preservation Committee and the Town for supporting its mission with CPA Funding.

MANCHESTER ENERGY EFFICIENCY PROGRAMS (MEEP) ADVISORY BOARD

The MEEP Board was established by the Board of Selectmen in October of 2012. In December 2013, the Town of Manchester-by-the-Sea was designated a Massachusetts Green Community by the Department of Energy Resources. This was the culmination of a year-long effort by the MEEP Advisory Board members.

The designation came with an initial grant

award of \$138,850 for the Town to use toward various energy efficiency projects. Additionally, in 2017, the Town of Manchester-by-the-Sea was awarded an additional \$155,981 for its Energy Conservation efforts!

2018 projects included acquisition of our street lights from National Grid, and additional work supporting installation of Heat Pump HVAC System for Town Hall to replace resistance heating system and additional installation of electric vehicle charging stations behind Town Hall.

Future projects include street light conversion to LEDs; heat pump HVAC system for Town Hall to replace resistance heating system; RFPs to put solar arrays on the Fire Station, the Pumping Station, the Sewage Treatment Plant, the compost site, and the transfer station.

Going forward, the MEEP Advisory Board will assist in the recommendation of various energy efficiency projects. Reducing our energy consumption and promoting the use of alternative energy sources helps us save taxpayer money, as well as helping to improve our environment.

OPEN SPACE AND RECREATION COMMITTEE

The Committee met monthly and worked this year on the high priority goals outlined in Manchester's Open Space and Recreation Plan's (OSRP) 7-Year Action Plan.

Committee members collaborated on an article "Massachusetts' Biomap2" (a report on biodiversity under the state's Natural Heritage & Endangered Species Program) for the Cricket to promote awareness and recognition of the state BioMap2, what it means to biodiversity, and the relationship to Manchester's open space parcels. The article was also posted on the OSRC webpage.

The OSRC completed the Dexter Pond Footbridge project. This project was funded with CPA funds, designed and built by Ken King, and assembled by volunteers including members of OSRC, Conservation Commission, Board of Selectmen, and students from MERHS. A detailed article with photos will be published in local newspapers in 2019.

The Committee also continued work on trail enhancements at Powder House Hill. The Committee worked with the Housing Authority, Con Comm, and MECT to redesign the trails to alle-

viate concerns about traffic at Newport Park. The trail markers and signs are planned to be placed in the spring of 2019.

OSRC members continued to track progress on the OSRP 7-Year Action Plan by consulting other town committees that are responsible for goals and actions under the Plan.

PARKING CLERK

Fees collected in 2018:

Beach Stickers:	\$79,040.00
Parking Fines:	\$38,197.50
Walk-On Passes:	\$ 945.00
Business/Boater Placards:	\$ 6,105.00

3992 beach and resident stickers were issued during the year.

Christina J. St. Pierre, CMMC, Parking Clerk

PARKS & RECREATION COMMITTEE

We are a five member committee that oversees some of our Town's greatest natural resources including Singing Beach, Masconomo Park, Black and White Beaches and Tuck's Point. We serve as the sole appointed advisory committee to the Board of Selectmen on matters related to Parks & Recreation programs, services, fields and facilities. Working directly with the Director of Parks & Recreation to manage those areas, we look for input from our community on ways to improve these services; review facility policies and procedures; review signage and fees and make recommendations to the Board of Selectmen as needed.

In 2018 we updated the Town's Field Use Policy, moved forward with Phase 2 of the Masconomo Planting Plan and worked on seeing through upgrades at Sweeney Park; including the basketball court and safety fencing. These projects were made possible through the Community Preservation Fund as well as a generous donation from The Manchester Essex Rotary.

Please call the Parks and Recreation Department at 978.526.2019 to recommend items you feel should be added to our agenda. We welcome and rely on your input to do the very best job we can for all of you. Monthly meetings are open to the public and we encourage you to join us!

PARKS AND RECREATION DEPARTMENT

Bringing families and the community together!

It has been another busy year for the Parks & Recreation Department. I am pleased to report that all of our programming and operations continue to run smoothly. Participation in Parks & Recreation Department programs has continued to increase every year particularly in the *Hornets After-School Program, the Winter Basketball Program & the Summer Playground Program*.

The Parks & Recreation Department offers many different activities geared towards all ages and abilities each season with new schedules being released 3 times per year; in April, August, and December. The Parks & Recreation Department has a page on Facebook and can also be found at www.mbtsec.com as well as through the Town's website!

If you were one of the participants who made leisure and recreation a part of your life in Manchester-by-the-Sea by playing a sport, swimming at the beach, attending summer playground, playing tennis, having a cookout at Tuck's Point, or simply attending a concert, we thank you for your participation and we hope to see you again in 2019!

The Parks & Recreation Department manages some of the Town's greatest natural resources including Singing Beach, Tuck's Point, Masconomo Park, Sweeney Park and Coach Field Park among others!

We hope you have also enjoyed the *Music in Masconomo Summer Concert Series* which takes place on Tuesday nights at Masconomo Park from 6:00 – 8:00 pm during the summer. This annual concert series will be entering into its 17th year in 2019 so join us this coming summer with your dinner, blankets or chairs, and your family and friends! These concerts are free and are made possible through generous donations by individuals and local organizations, businesses and generous residents. Many thanks go out to each of the sponsors for their support!

Parks and Recreation, under the guidance of the Parks and Recreation Committee, worked hard throughout 2018 to improve the services we provide. Some key accomplishments of Parks and Recreation are a new offering of programs for Middle School age students, the start of accepting online donations for the Fourth of July Celebration and the reopening of the Chowder House after its Community Preservation Project. The Parks and Recreation Office

has moved and now has its own dedicated space to better serve the public as well as switched to a new registration system to make it even easier to register for our many programs. The Committee also oversaw a project at Masconomo Park to plant trees in place of the invasive bushes while also opening up the view of the harbor! Moving into 2019 the Committee and Department are excited to see some projects through such as new amenities at Sweeney Park, continue with some of the new plantings at Masconomo Park and more scheduling at the Crowell Chapel. These projects, as well as new ones that come up, will improve the opportunities for our residents and are what keep us motivated and moving forward. Manchester-by-the-Sea Parks and Recreation will continue to provide places, activities and events for you and your family to grow, laugh, play, and relax.

The Parks & Recreation Department will continue to create new recreational opportunities for Manchester residents in the coming year. If you have any suggestions for activities, special events or programs that you would like to see offered, please feel free to contact us at 978-526-2019 or visit us at Town Hall.

PLANNING BOARD

The Planning Board consists of seven elected volunteer members. The Planning Board makes decisions pertaining to division of land, issues special permits for site development, and proposes town planning policies and amendments to the town's Zoning By-Law.

The Board meets twice monthly and also conducts visits to sites subject to permit requests.

In 2018, the Planning Board:

- Granted 1 Approval Not Required [ANR] for a transfer of land between abutters and issued 2 Driveway/Curb Cut permits.
- Held discussions and public hearings on proposed revisions to the Zoning-By-law regarding Recreational Marijuana Establishments
- Collaborated with the Town Planner and the Master Plan Committee on revising the Master Plan.

The Planning Board is grateful to Frank Marangell and Dr. Robert Mehlman for their commitment and service to the town.

We thank all members for their effort. Also we are ever appreciative of the wise and able assistance from Administrative Assistant, Helene Shaw-Kwasie.

Peter Canny, Chairman

DEPARTMENT OF PLANNING

The Department of Planning is staffed by Town Planner, Sue Brown at 30 hours a week. The Department provides professional advice and technical expertise to elected officials, appointed boards and committees, Town staff and citizens in order to 1) support and oversee the functions of community wide land-use planning, 2) assist the Planning Board, Zoning Board of Appeals and Historic District Commission in managing growth and development through the administration of applicable land use bylaws and policies, and 3) implement the community's long-term vision.

The principle projects under the direction of the Planning Department in 2018 included Phase II of the Master Plan, the Manchester Western Woods Study, and the Limited Commercial District Zoning Study.

Phase II of the Master Plan focused on reaching consensus on the draft recommendations for supporting the Community Vision. The Master Plan and its recommendations evolved through a series of meetings including a transportation workshop, a multi-board meeting, and separate meetings with most boards and committees and culminating with a final Master Plan Community Open House on December 5th. The Master Plan was submitted for approval from the Planning Board and endorsed by the Board of Selectmen in February 2019.

The Manchester Western Woods Study was undertaken to begin to evaluate newly identified Town-owned lands in western Manchester. The study provides information on land conditions and values through a series of maps that illustrate the location of wetlands, streams and other water resources, landscapes important for habitat and biodiversity, recreational trails and access locations, steep slopes, bedrock and other soils. Understanding the lands' values and challenges is a critical first step to managing these newly identified town assets.

The Limited Commercial District Zoning Study was produced by Summer Intern Tous-saint Williams under the supervision of Sue

Brown and Susan Beckmann. The resulting report compares options for developing the LCD under different zoning regulations and identifies the potential revenue that development could produce.

In addition to leading planning projects, the Planning Department assists individuals with applications and preparation for meetings, helps answer zoning questions, and discusses potential land use opportunities. The Department continues to strengthen relationships with local, regional, state and federal agencies to improve the Town's capacity to respond to local issues and access funds and services to help meet municipal needs.

Sue Brown, Town Planner

POLICE DEPARTMENT

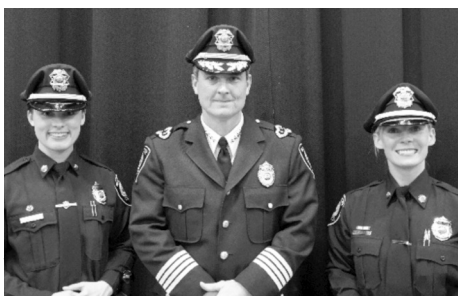
On behalf of the members of the Manchester by-the-Sea Police Department, I am pleased to present our 2018 Annual Report. My intention, as always, is to take a moment to share with you some highlights from 2018 and provide some statistical references to consider.

Since becoming the police chief in October 2016, I have been collaborating with my staff and town leadership, along with community feedback, to develop a long-term strategic plan. What has emerged from this process are our *four pillars of effectiveness*, which are: 1) protecting the public and our employees, 2) identifying and responding to the unique needs of our community, 3) achieving the right organizational culture, and 4) delivering a sustainable operating model. The four pillars of effectiveness establish the first principles by which our mission, vision and core values are built upon. All together these create the parameters we will use to both formulate long-range strategic plans, establish goals and objectives, identify actions to achieve our goals and how we will measure our success.

Projects and Goals

One of the most impactful events of 2018 was the shift in staffing. During the early part of the year two officers, Archambault and Bergevine, accepted positions in the Beverly and Haverhill Police Departments respectively. The transfer of Officer Archambault also meant the loss of our K-9, Kato. These transfers opened two full-time officer positions within the department. Since MPD exited civil service in 2013, there has been no formal, objective,

impartial process for hiring new officers. With the sudden opening, setting a formal testing platform became a priority. The Town contracted with Exam Solutions, a third-party vendor, who administered an objective written exam. We then added a training and experience scoring component and established an open candidate list based strictly on final scores. Reserve Officers Gilson and Locke scored highest out of about 30 applicants. They were subsequently hired and successfully completed the MPTC Reading Police Academy. Officers Locke and Gilson are the first full-time female police officers in the 120-year history of this police department.



MPD also continued to move toward full State Accreditation with a successful test “mock” Accreditation in December. We are expecting to be fully accredited in January 2019.

The Community and MPD

The cornerstone of any police department’s relationship with the community must be approachability. By that, I mean all members of our community, along with the public at large, must feel a sense of comfort either contacting the police department for service, walking into the station, or just approaching a police officer in person. This comfort level can only be achieved through the establishment of relationships grounded in trust and mutual respect. In essence, this is where community policing begins. MPD strives to foster such a climate through accessibility, relationship building and transparency. I will highlight some of our 2018 activities that illustrate our approach.

Over the past two-years, MPD has increased our social media presence by directly linking our Twitter and Facebook posts with our new and improved website. This means that it is not necessary to have a Twitter or Facebook account to see MPD’s latest posts. You only need inter-

net access and the ability to navigate to the Town website. I have also established a personal Twitter account @ChiefEdConley and Facebook page which I utilize for press releases and local updates. Not a fan of social media? I am available via email and typically respond within 48 hours. Even if you’re not online, you can always call 1212 and ask to see the Chief. I will always find time to accommodate anyone who would like to meet with me in person.

MPD continues our strong relationship with the Council on Aging (COA). One of our newest police officers, Andrea Locke, is going to be a formal liaison with both the COA and the MERSD. She has expressed interest in partnering with COA director, Nancy Hammond, to help identify and intervene with Manchester’s most vulnerable population.



One of the best parts of my job is visiting both the Memorial Elementary School and MERHS. Whether it is a random visit to have lunch with the kids or a formal summer safety class, MPD officers truly enjoy spending time getting to know our students. MPD continues to work with school administrators, along with the Essex Police Department, to increase safety and preparedness within the MERSD.

In 2018, MPD responded to community concerns regarding speeding by increasing the number of intensive traffic enforcement patrols. The day and time of these patrols was determined by analyzing our on going traffic data.

By the Numbers: Traffic Citations 2018

2017	2018
5,537	5,870

We are committed to evidence-based, data-driven decision making. The greatest challenge to such an approach is the quality of the data collected. We are continuing to define our data sets with an eye on good comparisons. To this

end we are redefining what type of event constitutes a call for service (CFS). Calls for service are incidents which require the response of a police officer(s). They may be a past crime, motor vehicle accident, medical aid or even a lost motorist. Calls for service are restricted to non-discretionary patrol responses and observed traffic violations. These numbers do not include proactive events initiated by the police officer such as directed patrols, school posts, and community policing.



We will publish a more comprehensive Annual Report on our website in the coming months. Please don't hesitate to contact me with any questions or concerns you may have. I am also available to schedule a live meeting with any community or neighborhood group.

I remain honored to have this responsibility and to serve such a unique community; and I am proud to wear the uniform of the Manchester-by-the-Sea Police Department.

Edward G. Conley, Chief of Police

DEPARTMENT OF PUBLIC WORKS

2018 was a year of changing faces in DPW. We would like to thank the outgoing interim DPW Director Carol Murray for her years of service to the Town. She left the department in good shape, with a solid plan to work from as we bring the Town's aging infrastructure into the 21st century. In addition to me coming on board in April, we hired Nate Desrosiers as our new Facility and Project manager in August.

First and foremost, the Department has been making a concerted effort to improve communication on our upcoming projects as well as status updates during construction. Message boards are displayed as needed, as well as reverse 911 (CodeRed) and text messages, in addition to the traditional website and Cricket postings that most in the Town are accustomed to. You may have also noticed door hangers notifying you of disruptions to your water service during scheduled valve and hydrant replacements. As we make strides in this endeavor, please be sure to check our website page and the Town portal which also has links to DPW twitter and Facebook posts (<https://manchesterportal.com/>).

The early part of 2018 was marked by the very active storm patterns that resulted in several major storm events as well as two separate FEMA emergency declarations. Strong winds, heavy rain and/or snow, king tides, and storm surges, are just some of the elements that were working against the Town roads, shorelines and our aging infrastructure. DPW forces, public safety and our contractors did a commendable job keeping the roads clear and the elements at bay. As the storms passed, several "new" projects emerged such as beach restoration, rotunda rehabilitation, revetment improvements and seawall repairs. DPW continues to work with state and federal agencies to be reimbursed for the work that has been completed and receive funding to plan and construct the work that has yet to be done. As we proceed we believe it is incumbent on us to look to mitigate the potential for future damages during similar storm events and incorporate best practices of today rather than the traditional design approach of the past.

Roadway efforts in 2018 included full width paving of the entire length of Lincoln Street as well as limited portions of Woodholm, Harbor Street, Pleasant Street and University Lane. The work on Pleasant and Lincoln Street was scheduled based on the work completed the year prior as part of the water system improvements. Future work will incorporate "complete streets" principals to town intersections as well as standard street and sidewalk paving projects. The purpose of this effort is to improve access for all users (pedestrian, cyclists, and automotive) on all Town streets where practical.

On the waste water system, the Town under-

took several projects. Sewer pumping station projects were completed at Pine Street, Millets Lane and Old Essex Road. Design has progressed for the Harbor Loop sewer main project which is scheduled for construction in spring of 2019. Once complete, all major action items of the Town's infiltration/inflow (I/I) plan will be complete, which is a great milestone with our regulators (DEP and EPA). Our next strides on the waste water side will be to modernize and harden our waste water treatment plant. The goals will again be to keep up with aging infrastructure while strategically minimizing the risks associated with sea level rise and impacts of climate change.



On the water system we continued replacing old and sometimes inoperable water system valves and hydrants, some of which are vintage 1800 when the water system was first developed. While infrastructure can certainly last this long, it will be imperative to continue to make upgrades to the water system before service disruptions are more common and/or lead to system wide failure. Another project that was completed was the Ocean Street water main replacement. This project replaced part of the vintage 1800's cast iron water main that has experienced several breaks over the years. The pipe was replaced with PVC material that is resistant to the salt water environment. All valves and hydrant within the project limits were replaced as well. Future projects will have to consider lining of existing pipes from the 1800 era pipe versus replacement.



Drainage system improvements projects included new 24-inch drainage pipe on School Street, Burnham Lane and Friend Street, as well as lining of existing pipe on other Town streets and easements. In other areas, the DPW responded to sink holes in Town streets related to collapsed drains. The design and permitting for replacement of the Central Street Culvert was advanced as well. Future work will have to include assessment and planning for existing drainage infrastructure similar to the assessment we have done to both the water and waste water infrastructure. Additionally the Town was required to submit a Notice of Intent (NOI) to state and federal regulators for our municipal separate storm sewer system permit (MS4 permit). The requirements of the MS4 will include

updating local town by-laws associated with existing drainage infrastructure as well as future development. The work associated with MS4 compliance will ultimately help with the assessment and prioritizing of future drainage improvements.

The Department appreciates your patience and forbearance during these projects and continued support of our work. If you have any questions, or require additional information, please visit our website or call the office at 978.526.1242.

Charles J. Dam P.E.
Director of Public Works

BOARD OF REGISTRARS

Voter registration totals as of December 31, 2018:

Democrat	954
Republication	700
Unenrolled	2473
United Independent Party	14
Green Party USA	1
Green Rainbow	6
Libertarian	13
MA Independent Party	3
American Independent	4
Socialist	1
Inter 3rd Party	5
Grand Total:	4174

The total population figure gathered from the Town Census is 5616. The required registration sessions were held before the April 2, 2018 Annual Town Meeting, the May 14, 2018 Annual Town Election, the September 4, 2018 State Primary, the October 15, 2018 Special Town Meeting and the November 6, 2018 Dual State and Local Special Election.

The November election was the second in Massachusetts history with voters given the option of Early Voting, and as Manchester was hosting a dual election on that day both the State and Local Special ballots were eligible for Early Voting. A total of 908 Manchester voters participated in Early Voting at Town Hall during the days leading up to November 6th. The Town of Manchester hosted extended evening and weekend hours to allow voters optimal flexibility to participate. As such, the Town was awarded a grant from the Secretary of the Commonwealth for our extended hours which

allowed us to purchase an additional ballot box to handle the anticipated volume of ballots processed on Election Day. A total of 6,270 ballots were cast on Election Day, a record for the most ballots cast on a single day in Manchester.

Eileen Buckley, Chairman
Christina J. St. Pierre, CMMC, Town Clerk

MANCHESTER ESSEX REGIONAL SCHOOL DISTRICT

The Manchester Essex Regional School District is a high achieving community committed to educating all students, inspiring passion, instilling a love of learning, and developing local and global citizenship.

The communities of Essex and Manchester have a strong reputation for their commitment to high-quality schools. Through the collaborative efforts of the towns of Essex and Manchester, the Memorial School Building Committee, and Vote Yes for Kids, MERSD successfully won the support of the community to proceed with the Memorial School building project. We are thrilled at the outcome and thankful to all who contributed time and energy to the development and communication of the plan. The expertise and commitment of our community volunteers were critically important to the successful vote on the Memorial Building Project.

Educationally, Manchester Essex Regional School District continues to be one of highest performing districts in the state. We are an inclusive and collaborative organization committed to continual improvement with a mission of providing strong core curricula that balances high expectations for student achievement with the needs of the whole child. MERSD is an inclusive collaborative culture that proudly works to educate each child from his/her own readiness level in order to facilitate the intellectual, social, and emotional growth process. As such, we offer a variety of student-centered twenty-first century learning opportunities, such as: elementary foreign language; Integrated Pre-Kindergarten; specialized learning programs for students with dyslexia, autism spectrum disorders, and developmental delays; 6th Grade Middle School Academy; STEM coursework in computer science, engineering, project based environmental studies, and FIRST Robotics; Project Adventure; Yale University's RULER Program; Senior Internships through our SCORE program; award winning

arts and music programs; and, state champion athletic teams.

2018 Highlights

- Memorial School Project won community support.
- MERHS ranked 5th in Boston Magazine's Best High Schools edition.
- MERHS recognized by US News & World Report as a Gold Medal High School. MERHS ranked among the top 20% of High Schools Nationwide & the top 5% of High Schools in MA!
- Manchester Essex Regional Middle High School recognized by the Department of Elementary and Secondary Education as a Green Ribbon School. Due to the continued efforts and exemplary commitment, across the board in the areas of Sustainability – Health and Wellbeing – Commitment to the Environment, DESE has created a new designation "Green Ribbon School – Sustained Excellence". This designation is a new area of certification, and MERMHS is currently the only school in the state to have received this honor.
- Three MERHS students were recognized on the national level by the Scholastic Art & Writing Awards excellence in art.
- MERSD continued its partnership with Yale's Center for Emotional Intelligence by implementing RULER with students (Recognizing, Understanding, Labeling, Expressing and Regulating emotions) in grades K-12. This approach supports our commitment to Social and emotional learning (SEL). SEL is the process through which children and adults acquire and effectively apply the knowledge, attitudes, and skills necessary to understand and manage emotions, set and achieve positive goals, feel and show empathy for others, establish and maintain positive relationships, and make responsible decisions.
- MERHS partnered with Anti-Defamation League to implement the World of Difference Peer Training Program. The goal of the initiative is to provide Peer Trainers with the training and resources to design and lead interactive programs that promote an environment that is respectful and civil.

- MERSD further expanded its partnership with the Ipswich YMCA. Building on the success of the popular Middle School theater program, and the YMCA K-5 on-site after-school program for Essex Elementary School students, MERSD partnered with the North Shore YMCA to offer a summer literacy program to rising second and third-grade students. The summer literacy program was a two-week program that provided MERSD students with instruction in literacy focused on building skills in self-selected reading, small group guided reading, writing, spelling, grammar, and vocabulary. Our program was generously funded by EBSCO Publishing.

The success of the Manchester Essex Regional School District is a community effort! On behalf of the faculty and staff of MERSD, I extend my sincere appreciation to the residents of the communities of Manchester and Essex for their unwavering support of our students and of our schools.

Pamela Beaudoin,
Superintendent of Schools

Memorial School Building Project

The Memorial School Building Committee (MSBC) has successfully carried out all phases of the Massachusetts School Building Authority (MSBA) planning process, including feasibility study and schematic design, complying with prescribed MSBA procedures and policies and maximizing the District's reimbursement application for construction of a new school. Through this process, the MSBC worked to find a fiscally responsible, forward-thinking solution for the Manchester elementary school building that meets the needs of the District's current and future curriculum, is mindful of future maintenance and the impact on the environment, serves the school community, and is supported by voters in Manchester and Essex, as well as the MSBA. The MSBC's proposed solution was presented to and approved by the boards of Selectman and Finance in Essex and Manchester, the Massachusetts School Building Authority, and the citizens of both Essex and Manchester in October and November of 2018.

Memorial Building Project Overview

Total Project Budget \$52.2 million

- Estimated MSBA Reimbursement \$12M
- District Share \$40M

**Estimated Annual Cost to Towns /Assuming
30 Yr. Bonds @ 5%**

- Manchester \$1.7M
- Essex \$850,000

Building Basics

- 77,012 square foot facility
- A 50-year solution per MSBA guidelines
- Meets the educational program
- Sufficient space for school population – Design Enrollment 335
- Flexible design for growth
- More energy efficient
- More secure
- Compliant with all State and Federal laws

Project Timeline: In accordance with the MSBA process, The Project Team is currently working on more detailed design specification that will be used to refine estimates and guide construction. Construction will begin in the summer of 2019 and end in the fall/winter of 2021 with students in their new classroom spaces by fall of 2020, and common/administrative spaces (e.g., gym, cafeteria, main office) being completed during the 2020-2021 school year. Demolition will occur during the summer, when school is not in session. Students will be housed in the current Memorial School building and moved to the new classroom space by fall 2020.

Community Input: Throughout 2018, the Memorial School Building Committee hosted community meetings to keep both the Manchester and Essex communities up-to-date on the process and to gather feedback. The meetings focused on the MSBA grant program process and schedule, the existing conditions of Memorial school, and potential building sites, feasibility phase building options, project timeline, and budget.

For more information, including drafted architectural designs for the proposed building, budget information and **Memorial Project FAQs** please visit the **Memorial School Building Committee** webpage - <https://www.mersd.org/domain/767>.

Finance & Operations

MERSD's School Committee Budget Goals includes the objective to "Develop and deliver a fiscally responsible budget that maintains educational quality, supports District goals, and aligns with our multi-year budget commitment

to work within the confines of Proposition 2 ½." With that in mind, MERSD begins each budget season looking to provide at minimum "level services," or, in other words, the same level of program currently in place. When district or building-level administrators identify the need for program enhancements, it is MERSD's practice to attempt to fund those first, when possible, through identification of operating efficiencies (i.e., cost savings), in order to minimize the impact to taxpayers. MERSD has a multi-year track record of revamping and improving program delivery in ways that focus on student needs while also generating financial savings.

As of January 22, 2019, the proposed, drafted FY20 budget of \$26.064 million assumes spending growth of 3.25% (\$821K), following 3.18% in FY19, 3.31% in FY18 and 3.14% in FY17. This stable rate of growth is consistent with the multi-year budget projections used by MERSD to collaborate and plan with member towns of Manchester and Essex. Achieving this target was particularly challenging in FY18, as MERSD had to use program cuts to offset a one-time increase of 28% in health insurance rates, driven by an unusual spike in utilization. Although insurance utilization has since returned to normal levels, the FY20 budget's priority on stable spending growth does not yet allow for restoration of prior year program cuts, which included elimination of positions held by retiring staff and reduction of spending on curriculum and facility capital improvements.

MERSD has also been working collaboratively with teachers and staff to find ways to manage the rising cost of health insurance. Similar collaborative efforts have generated significant results in the past, including a recent agreement to reduce the cost of mandated health insurance for retirees (known as Other Post-Employment Benefits or OPEB) by migrating staff to less costly plans. MERSD has budgeted \$2.3 million for OPEB through FY-20, funded entirely by savings from employee benefits restructuring – to be placed into a trust fund to ensure that long term liabilities do not pose an unnecessary future burden on taxpayers. This successful collaboration has put MERSD far ahead of most other regional school districts, which have yet to face mounting OPEB liabilities.

Shifting enrollment has also allowed for strategic use of resources. Although MERSD is still managing a cohort of students with record high class sizes, these students are now at the secondary level, and entering elementary class enrollments have declined due to a demographic decline in school age children. This population shift has allowed MERSD to reduce classroom sections at the elementary level while maintaining class size benchmarks and shifting resources to the secondary level to address the larger cohort. Additional savings will be directed to restoring prior year cuts when possible.

MERSD At A Glance

Enrollment

- } Students = 1,405
 - Resident Population = 1,354
 - School Choice = 51
- } Per Pupil Expenditure = \$17,448 (93 in state)
- } Per Pupil Exp. State = \$15,911

Operations

- } Academic Teaching & Learning
- } Special Education
- } Social Services: Counseling, Health, Home Health, Homeless & Inter-agency support
- } Early Childhood
- } Network & Instructional Technology Management
- } Facilities Management
- } Food Services
- } Transportation
- } HR Management
- } Financial Services

Active Faculty & Staff

- } Faculty = 149
- } Support Staff = 25
- } 12 Month Administrative = 23
- } Average Teacher Salary = \$77,171 (145 in state)
- } Average State Teacher Salary = \$78,708

Facilities

- } Open 7 Days
 - Weekdays 6am – 10pm
 - Weekends 9:00am – 9:00pm
- } School Sites = 3
- } Athletic Sites = 4

Paying for the new Memorial Elementary School will begin in FY20, with the first issuance of long-term debt slated for the winter

of 2019. Based on current market interest rates and MERSD's strong financial position and existing credit rating, the district is on track to bring forward a borrowing cost to taxpayers that will be below initial forecasts described at the special fall town meetings of 2018 when the project was approved by residents of both towns.

Essex Elementary School

Essex Elementary School enrolled 228 students in kindergarten through grade 5. The K-5 classrooms average approximately 20 students per class. EES maintains a wide range of support services including reading, math, guidance, special education and health services. Beyond the academics, elementary students receive instruction in art, music, physical education, computer applications, and Spanish. EES continues to support and utilize a modern, up-to-date library and integrates technology into instruction throughout the building each and every day. The computer lab is used on a daily basis, and there are numerous wireless mobile computer labs (PCs, Ipads, Ipad minis, Chromebooks) along with classroom-based projectors. Every classroom is equipped with interactive white boards. Funding for this technology came from district funds, the Spaulding Foundation, and the Enrichment Fund. The Activboards™ are located in each classroom and are used throughout the entire school day. These Activboards™ are also equipped with an Activote™ system. Students use a remote to give instant feedback to the classroom teacher, and this assessment system provides immediate information for the teacher to adjust the lesson as needed. The Essex Elementary School Council developed and presented a School Improvement Plan that follows a format consistent with Manchester Memorial Elementary School. The School Councils and administration have been working toward goals that align with the overall district plan, while reflecting the different personalities and needs of each school community. Some of the recent goals of the Essex Elementary School Improvement Plan focus on using student performance data to make educational decisions, continuing to implement the Response to Intervention model to support students, which includes a Social Emotional component. Included in this Social Emotional domain, EES introduced a new

model of supporting Emotional Intelligence called R.U.L.E.R. As part of the School Improvement Plan, staff is training students in how to recognize and label their emotions and strategies for regulating them. In conjunction with this, staff at EES assesses each student on eight areas of social competencies (self-awareness, social awareness, goal-directed behavior, self-management, relationship skills, personal responsibility, decision-making, and optimistic thinking). Based on results from the assessment direct instruction is provided to students in areas where they might need additional instruction. Classroom teachers also focus on social-emotional learning in their classrooms. Finally, the School Improvement Plan focuses on developing a cohesive K-5 approach to balanced literacy, strengthening partnerships between special education and general education, developing more inclusive school wide practices, and identifying necessary changes to improve the effectiveness of home-school communication.

Student safety is a top priority for the district. Essex Elementary School has developed a lockdown procedure to ensure safety for students and staff should a dangerous situation arise during the school day. All staff has been trained in this procedure, and practice drills are held annually. It has been determined that the First Congregational Church of Essex would be an evacuation site if the need arose to move all staff and students off school grounds. Staff practiced moving to this location during a faculty meeting and planned for any logistical challenges that we might face. The district has also purchased a security system for the front door. This provides a secure access so that school personnel can monitor who is in the building at all times. Cameras were installed outside the building and throughout the hallways to provide additional security. The Safety Team will continue to review safety protocols and revise our practices as needed. We thank Chief Silva and Chief Doucette for working closely with the school administration on maintaining a safe school.

The 2017-2018 MCAS results show that the percentage of students scoring proficient or above in all subjects/grades was greater than the state average. Teachers continue to review this data in order to make informed instructional decisions. I am happy to report that the daily

interventions through Response to Intervention (RTI) are having a positive effect on MCAS scores. In looking at specific students who participated in small group instruction through RTI, staff noticed that their scores on MCAS showed improvement; however, MCAS data is just one aspect of a larger picture. Students participate in daily classroom assessments, AIM-Sweb tests (skill-based tests that are compared to state norms), and Fountas and Pinnell Benchmark Assessments (reading comprehension and fluency). These assessments, as well as daily teacher observations help faculty and staff to better know each child as a learner.

In closing, the sense of community that exists at Essex Elementary School is second to none. The PTO does an outstanding job in raising monies for our school. The Spaulding Education Fund has contributed by providing awards for our Guided Reading Books and a grant for visiting authors and composers, as well as numerous other resources. School meetings are held to reinforce the school's core values of caring, respect, responsibility, honesty, and achievement that carry beyond school walls into the community. Each meeting focuses on one core value, with students participating in performances to demonstrate their understanding of the meaning of this attribute. Students are recognized for exhibiting these core values and their names go up on the wall in the cafeteria. These school meetings are excellent community building activities. Special important experiences for fifth grade students, including Project Adventure, ballroom dancing, and a trip to Merrowvista, NH, help to make their final year at EES memorable. In closing, EES provides an excellent quality of education for our students in a warm, nurturing environment where every staff member is invested in teaching the whole child.

Jennifer M. Roberts, Ed.D.,
Principal Essex Elementary School

Memorial Elementary School

Manchester Memorial Elementary School (MMES) has 318 students enrolled in kindergarten through grade 5 this school year. MMES also houses the MERSD Integrated Pre-K program for students in Manchester and Essex. The program is a mix of students with special needs and peer models. The K-5 classrooms average roughly 19 students per class.

MMES offers all of its students a wide range of activities and academics in our effort to educate the “whole” child. MMES consistently performs among the top schools in the state on the Massachusetts Comprehensive Assessment System (MCAS). All students participate in weekly classes in wellness (physical education/health), music, art, library/research, and technology. Additionally, students also study foreign languages (Spanish and French) in grades 1-5. Students in the upper grades have the opportunity to take instrumental music lessons during the school day and participate in the MERSD elementary band. Students can also join our before-school chorus program where they perform with the band at a Winter Holiday Concert and Springtime Concert. Our students also enjoy a number of enrichment programs that are sponsored by our PTO, including musical/dance performances and academic enrichment presentations.

MMES is thankful for the community support to begin construction of a new, modern school building. It is exciting to see this process start to take shape as the building design is becoming more and more detailed each week. The new building will feature a number of benefits to the general community including the ability to segregate the community space (gymnasium) from the rest of the building for easy

access during voting, Manchester Parks and Recreation basketball programs, etc. Additionally, the parking areas and car dropoff/pickup queuing will be redesigned/expanded to reduce the traffic/parking issues on School Street. Ground breaking is scheduled for June 2019!

MMES strives to develop children academically and socially through its curriculum and programs. Character education is a very important part of the school and much work is done to teach children how to be good friends and citizens. Yale University’s RULER program is implemented in all grades to help both staff and children recognize the impact that the emotions of themselves and others have in a school environment.

Finally, MMES is very fortunate to have a high level of supportive parent involvement in our school. As a result of School Committee, PTO, Spaulding Foundation, and Hooper Fund support and efforts, we continue to maintain MMES traditions and raise funds to enrich the educational experience for our students.

John Willis, Principal
Memorial Elementary School

Manchester Essex Regional Middle School

During the 2017-18 school year, the Manchester-Essex Regional Middle School (MERMS) began implementing recommenda-



5th grade students performing The Grunch at Manchester Memorial School.

tions from the 2016-17 whole-school assessment conducted by the New England League of Middle Schools. The Assessment, guided by the principles and core values of the Association of Middle Level Education (AMLE), was a comprehensive look into the school that included stakeholder surveys and interviews as well as a three-day visit to the school in which all classrooms and teaching practices were observed. Interviews included all faculty and staff, parents, and students within each grade level.

New scheduling and programming has been implemented this school year as a result of the NELMS assessment. As always, the middle school schedule is grounded in a commitment to the middle school model and providing learning opportunities to students that spark innovation, interdisciplinary skills, and a whole-child approach to learning and teaching. Middle level educators at MERMS believe that middle school students are unique learners and require a diversity of approaches and supports to be successful. Teacher teams meet several times per week, focusing on students' progress, planning interdisciplinary experiences for students, and ensuring that the whole child is supported at school.

Schedule changes for the 2017-18 school year included the addition of a middle school "ME Block." ME Block is a half hour each day in which students may choose from a variety of curricular and organizational activities. The purpose of ME Block is to offer students a time during the school day where they can do long-range planning for upcoming assignments, get a head start on homework, check in with teachers for extra help, connect with peers for project work, organize their materials, or spend some time decompressing through reading, writing, or the arts.

Course offerings were expanded this year for Grade 6 students to include a half year of engineering. Prior to this, engineering was only offered to Grades 7 and 8 students. Grade 6 students also began attending a new core course called Middle School Academy (MSA). MSA is a portfolio driven class created to help students develop the organizational, technological, and social emotional skills necessary for success in middle school. This is a project-based class in which students work collaboratively in small groups, with a partner, or individually on a variety of choice projects throughout the year.

Other course offerings for Grades 6 through 8 remain consistent with prior years. Each grade level is comprised a "core content" classes including English, Math, Science, and Social Studies. Grades 7 and 8 include foreign language (Spanish or French) as one of their five core classes. In keeping with the middle school philosophy of providing opportunities for students to explore their interests and to discover their passions, we offer exploratory classes to students in all three grades: Art, Engineering, Health, and PE for all grades and foreign language (Spanish & French) for 6th Grade. In addition, general music, chorus, and band are offered at all three grade levels.

The middle school continues to make significant headway in the integrated use of technology in the classroom. Embedding technology into the classroom is an effective way to provide students with an opportunity to develop their 21st century skills in an authentic way. This year we outfitted all classrooms with Chromebooks in order to provide one-to-one technology for all students. Most all teachers have adopted Google Classroom, and they continue to explore advances in curriculum and assessment through the use of Google Apps for Education. These advancements in technology continue to provide more universal access to students and embed the development of technology and digital citizenship skills into teaching and learning.

Transition is a critical component of the middle school experience. In preparation for the transition to middle school, Grade 6 parents are invited to two parent orientation nights. The first orientation night, offered in the spring, provides an opportunity for parents of rising 6th grade students to gain a general understanding of the middle school. Specific topics include Aspen, Google Classroom, understanding the Student Planner, understanding the middle school schedule, and other general information that will help them further acclimate to their new school. In the fall, Grade 6 parents are welcomed back for more in-depth information on navigating middle school and helping their student succeed. In addition to these orientation events, Grade 6 students and their parents attend Locker Night in the summer, during which time lockers are assigned and students can practice using combination locks and spend time setting up their new space. Eighth grade

mentor students are available during Locker Night to assist students in opening their lockers. Classrooms are also open during this time so that students and parents may tour through the space. The middle school has also worked closely with the high school, ensuring that 8th graders are provided with information about the high school experience at MERHS, so they are able to make informed decisions about freshman courses in conjunction with their parents and guardians.

Each grade at Manchester-Essex Regional Middle School provides a unique experience for students, always under the umbrella of the middle school model and our core values. Throughout their three years, students focus on learning study skills and exploring learning styles and self-awareness. Students are encouraged to start developing self-advocacy and independence skills in a supportive, nurturing environment. Students are required to begin using their planner and Google Classroom to monitor their schedules and homework. These organizational tools will be used throughout middle school and will help provide students with a solid foundation of skills in the areas of planning, time management, and organization, all of which will help prepare them for the responsibilities of the future. From a grade-level perspective, the sixth grade focuses on developing an inclusive culture and encouraging students to become more independent while still being supported and monitored for success. The 7th Grade engages students in learning opportunities that encourage collaboration as well as independence, all the while leveraging key skills introduced and developed in Grade 6. The 8th Grade continues the focus on growing independence, self-awareness, and self-advocacy as they work to solidify skills and prepare students for the transition to high school. Throughout middle school, students are provided with several opportunities to see learning come alive, better understand cultural diversity, and building strong community bonds through a variety of field trips offered both in-house and outside of school.

At MERMS, we understand that the social and emotional health of our students is crucial to their academic success. Our mental health professionals and administration work closely with classroom teachers and parents/guardians to ensure that students are supported as needed during times of crisis and stability alike. Ms.

Provost, Dean of Students and Support, works provide structure and support to all students both in and out of the classroom. Our School Adjustment Counselor, Ms. Erin Brahms, and our School Psychologist, Dr. Kate McGravey, work closely to ensure that students are properly supported in the classroom and that social/emotional needs are met. Teachers have been trained in RULER, a social-emotional curriculum designed to help students recognize, label, express, and regulate emotions. This program will be rolled out to students in the 2018-19 school year.

We are committed to offering opportunities for all students to explore interests and passions and to gain a deeper understanding of the challenges that impact their community and how they can take on leadership roles within these challenges. We recommend students for Project 351 and offer opportunities to shine in and out of the classroom. We continue to collaborate with the YMCA Theatre Company to offer fall and spring performances, and our after-school club offerings continue, including Homework Club, Math Club, Robotics Club, Green Team, Mountain Biking Club, Ski Bradford, Middle School A cappella, Journalism Club, Art Club, and Student Council. Students are able to participate in middle school sports and activities, as well as some high school sports (waivers are issued by the MIAA on an annual basis), providing many opportunities for students to participate in our community outside the school day.

Manchester-Essex Regional Middle School is an outstanding place for middle school students to learn, grow, and explore; we are thankful for fantastic teachers and a supportive parent/guardian community. We look forward to an excellent and productive 2018-19 school year!

Joanne Maino, MERMS Principal

Manchester Essex High School

Manchester Essex Regional High School continues to progress in an effort to provide all students with a broad based curricular experience. The curriculum aims to assist students to gain valuable skills focused on creating, evaluating and analyzing in an effort to prepare students for the global society ahead of them.

The students at Manchester Essex Regional High School continue to achieve at high levels. This fall Boston Magazine ranked MERHS as

the fifth best high school in Massachusetts. Ninety seven percent of the Class of 2018 moved on to post-secondary academic options. One hundred forty six students took Advanced Placement courses during the 2017-2018 school year. Those students took 326 AP course ending exams with 78% of the students scoring 3 – 5 (levels that are deemed acceptable for college credit). One MERHS student was named as National Merit Scholarship Semi-Finalists as a result of their performance on the PSAT. Four more students were named as Commended Students by the National Merit Scholarship Board for their academic promise. MERHS students also did very well on the Commonwealth's competency exam, MCAS. One hundred percent of students achieved proficient or advanced scores on the English Language Arts exam. Ninety-eight percent of students achieved proficient or advanced in Mathematics. Ninety-eight percent achieved advanced or proficient in Science.

During the 2017-2018 school year, Manchester Essex Regional High School adopted two school-wide goals. The faculty is continuing to focus on instructional practices that will expand strategies to meet the needs of all learners. Faculty members are collaborating regularly to implement new methods for differentiating instruction within the classroom. There continues to be a focus on the development of a student centered classroom and authentic assessment. The faculty members are also engaging in conversations concerning curriculum review in all disciplines. The results are newly implemented curricular pathways, new courses and a broader curricular experience for students.

MERHS has adopted a focus on student's social emotional help. During the summer of 2017, a team from the high school traveled to Yale University to be trained in the Yale Center for Social Emotional Learning RULER Program. This aims to educate students and teachers of the impact of emotional on learning. Three pillars of the program include the Faculty/Classroom Charter, the Mood Meter and the Meta Moment. Implementation began during the 2017 – 2018 school year as teachers were introduced to the pillars of the program.

Students continue to enroll in rigorous course loads at the high school level. The core curriculum is enhanced by engaging electives.

During the 2017 – 2018 school year, several new electives were added to the Course of Studies including Conspiracy Theories, Life Skills for the 21st Century, Creative Writing, and Democracy in the Digital Age. The goal of these courses is engage students in topics of relevance to today's society.

The School Council at the high school level had a productive year. During the 2017-2018 school year the Council focused on re-working the student handbook to reflect current progressive discipline practices. The Council also worked on the development of a Self – Reflection Study for the beginning of the New England Association of Schools and Colleges accreditation process.

Students continue to participate in a large variety of co-curricular, extra-curricular and athletic programs. Boys and Girls basketball advanced to the State Tournament. Several members of the swim team advanced to the State Meet. Boys' Tennis, and Boys and Girl Lacrosse competed in the State Tournament. Girls Tennis won the State Championship. The Baseball Team competed in the State Tournament. Boys' and Girls' soccer played in the Division Five North State Final game. Field Hockey played in the Division Two North State Final. Three members of the Cross Country team advanced to the State Meet in Westfield. One member of the golf team advanced to the State Meet in Stow.

For the ninth consecutive year, MERHS invited the senior citizens of Essex and Manchester to the high school for a holiday luncheon provided by the students. The residents enjoyed a turkey dinner and listened to holiday music provided by the high school band and chorus. Approximately 40 people were in attendance.

Throughout the school year, students participated in community service. Several toy, clothing and food drives were held at various points during the school year. New clubs emerged at MERHS. The Humanitarian League discusses and addresses world issues/problems. Animae Club meets weekly to discuss the world of animae. Debate and DECA continued to find success in competition. Robotics competed in the FIRST Robotics competition. MERHS was once again recognized for its Green Schools designation.

Patricia Puglisi, MERHS Principal

SEASIDE NO. 1 COMMITTEE

With the replacement of the building's heating system last year, Seaside No. 1 remains in excellent condition. We look forward to another busy summer of visitors in 2019.

TOWN CLERK

The following monies were collected by this office in 2018:

Marriage Licenses:	\$875.00
Vital Certificates:	\$3,460.00
Street Lists:	\$311.50
Dog Licenses:	\$15,520.50
Business Certificates:	\$1,760.00
Miscellaneous	\$15.00
Harbor Fines:	\$50.00
ZBA Filing Fees:	\$5,480.00
Planning Board Filing Fees	\$1,050.00
HDC Filing Fees:	\$600.00
DPW Stickers:	\$16,560.00

There were 875 dog licenses and 2 kennel licenses issued in 2018.

Vital Records:

Boys	17
Girls	9
Deaths:	47
Marriages:	25

Thank you to the Town of Manchester for welcoming me as your Town Clerk in January of 2018.

Christina J. St. Pierre, CMMC, Town Clerk

WELCOMING COMMITTEE

The Manchester-by-the-Sea Welcoming Committee is comprised of volunteers who welcome new neighbors to Town at a hosted welcoming reception. Last year we had about 15-20 families at the party and spent a lot of time getting to know them and answering many questions.

Our goal is to help new residents get acclimated quickly and make some new friends in their new town. We'll host a family reception so kids and adults can meet each other and our volunteers and find out about all of the wonderful things our town has to offer.

This year we will be hosting a reception at the Manchester Community Center in April.

For more information, please visit us at

www.manchester.ma.us under Boards and Committees/Welcome Committee.

Patrick Meehan, Chair

WINTHROP FIELD COMMITTEE

The Winthrop Field Committee is an advisory committee to the Selectmen charged with the preservation and management of Winthrop Field in accordance with the restrictions applicable to it. The Committee met each month and, with the assistance of our Advisors, worked on several projects in 2018.

The field was mowed and the hay was baled by Bill Perkins but the second rotary mowing of the field was not done due to weather conditions. Board of Selectmen approval was granted to place a Longevity Bench at the Bridge Street gate and to construct a gate at the Jersey Lane entrance. Both projects are planned to be completed in 2019.

Winthrop Field was used by the Cub Scouts for model rocket launching while Town residents used the area for activities such as dog walking, kite flying, remote controlled airplane flying, snow shoeing, and cross country skiing.

All projects and expenditures in 2018 were funded by generous donations from the Clara Winthrop Charitable Trust, members of the Winthrop Field Committee, and friends of Winthrop Field.

ZONING BOARD OF APPEALS

Over the course of 2018, the Zoning Board of Appeals ("ZBA") held twelve (12) public hearings; conducted twenty-nine (29) site visits; and considered twenty-three (23) Special Permit applications, three (3) Variance applications, two (2) combined Special Permit/Variance applications, and one (1) Appeal of an Administrative Decision. Two (2) applications were withdrawn without prejudice.

The ZBA reconsidered/continued three (3) applications, rendered twenty-one (21) Special Permit decisions, three (3) Variance decisions, two (2) combined Special Permit/Variance applications, thereby granting these applications. Several of these applications were approved with restrictions or modifications imposed by the ZBA.

The Appeal of an Administrative Decision was denied.

The ZBA visited each site that was the subject of an application on at least one occasion.

All applications were filed, processed, and decided according to town and state laws, by-laws, and procedures. The ZBA notified all applicants and abutters of each application by mail, and notified the general public of all applications and any other subjects of discussion by newspaper advertisement, and by posting at the Town Hall. Each decided application was the subject of a written decision filed at Town Hall, sent to all applicants, and recorded

at the Registry of Deeds. Decisions were made available to all abutters and the public (upon their request).

Filing fees have remained the same and are as follows: Special Permit \$240; Variance \$265; Special Permit & Variance \$290; Appeal of Administrative Decision (same fee as category being appealed); and Comprehensive Housing Permit (MGL 40B) \$500. The ZBA has continued to coordinate its activities with those of the other Town Boards.

Bridget Murray, Esq., Chairman



Singing Beach before the spectacular fireworks display on July 3, 2018.

2018 ANNUAL TOWN MEETING

The Annual Town Meeting of the Town of Manchester-by-the-Sea was held on Monday, April 2, 2018 in the Manchester Memorial School on Lincoln Street, pursuant to the warrant being duly posted and the return of the Constable being received. Registrars Eileen Buckley and Bruce Warren were in charge of the check-in tables. They were assisted at the front and on the floor in the Auditorium by Becky Jaques, Martha Gubbins, Lee Simonds, Alison Anholt-White, Nancy Hammond, Beth Heisey, Pamela Thorne, Michelle Baer and Kathy Ryan. Three hundred and thirty three voters checked in for the meeting. A quorum was reached at 6:45 P.M., and the meeting was called to order at 7:03 P.M. Moderator Alan Wilson waived the reading of the warrant but confirmed it was properly served. Moderator Wilson then asked that the meeting rise for the invocation given by James C. Diedrich, Jr, followed by the Pledge of Allegiance to the flag. Moderator Wilson then proceeded to the usual preliminaries consisting of the Memorial Resolution honoring deceased town officials and employees. The annual report recorded the loss of fifteen former town employees and officials in 2017. The following Memorial Resolution is submitted:

RESOLUTION

Whereas the citizens of the Town of Manchester-by-the-Sea note with profound regret the deaths of several of their friends and neighbors during the past year, and seek to recognize and acknowledge their varied contributions to the town's commonwealth and welfare and our mutual sense of community,

Said citizens hereby salute the departed, acknowledge our common indebtedness to them, extend the sympathy of the town to their intimates and survivors, and declare that this resolution be entered in the town archives, and a true copy sent to the appropriate survivor.

The persons so memorialized and their achievements are hereby proclaimed:

JOHN M. BISHOP
Public Works Commissioner
— * —

SHEPARD BROWN
Poll Worker
— * —

WILLIAM A. COLELLA
Council on Aging
— * —

LEWIS "BUD" F. DAY, JR.
Council on Aging Bus Driver
— * —

ROBERT W. EMMONS, JR.
Zoning Board of Appeals
— * —

KATHRYN C. GREENSLET
Council on Aging
Library Trustee

EDWARD S. KEATING
Building Needs Committee
Finance Committee
— * —

ARTHUR M. LANDY
Personnel Board
— * —

GEORGE C. MONIZ
School Bus Driver
— * —

CARL V. NICKERSON
Planning Board
Housing Authority
Manchester High & Memorial
School Architect
— * —

**MARGARET "PEGGY" M.
PALLAZOLA**
Election Teller

PATRICIA J. PLUMMER
Memorial School Teacher
Election Teller
— * —

HUGH SHEPLEY
Building Needs Committee
Conservation Committee
Volunteer of the Year Award –
1993
— * —

LEWIS O. THOMPSON, JR.
Substitute Teacher
— * —

RUTH M. WILSON
Memorial School Secretary

Eli Boling, Chair of the Board of Selectmen moved the Memorial Resolution as read, Susan Beckman, Vice Chair seconded the motion and it was unanimously adopted. The meeting rose for a moment of silence in memory of our former town citizens. Moderator Alan Wilson also took a moment to reflect upon Sam Adams, former Town Moderator, who passed away in early 2018. Moderator Wilson also congratulated town meeting stalwart Albert M. Creighton Jr., co-founder of the Manchester Essex Conservation Trust, who just celebrated his 100th birthday on March 28th.

Moderator Wilson then moved for the meeting to elect the Town's ancient and honorary offices. The Moderator recognized Charlotte Wilson for the nomination of Poundkeeper. Ms. Wilson nominates Adele Ervin for Poundkeeper. Adele Ervin is voted unanimously as Poundkeeper.

The Moderator then called for the election of five Fence Viewers. The meeting nominated Michael Chapman, Todd Cooper, Ken King, Linda Parkins and Elizabeth Clark. The individuals nominated were elected unanimously.

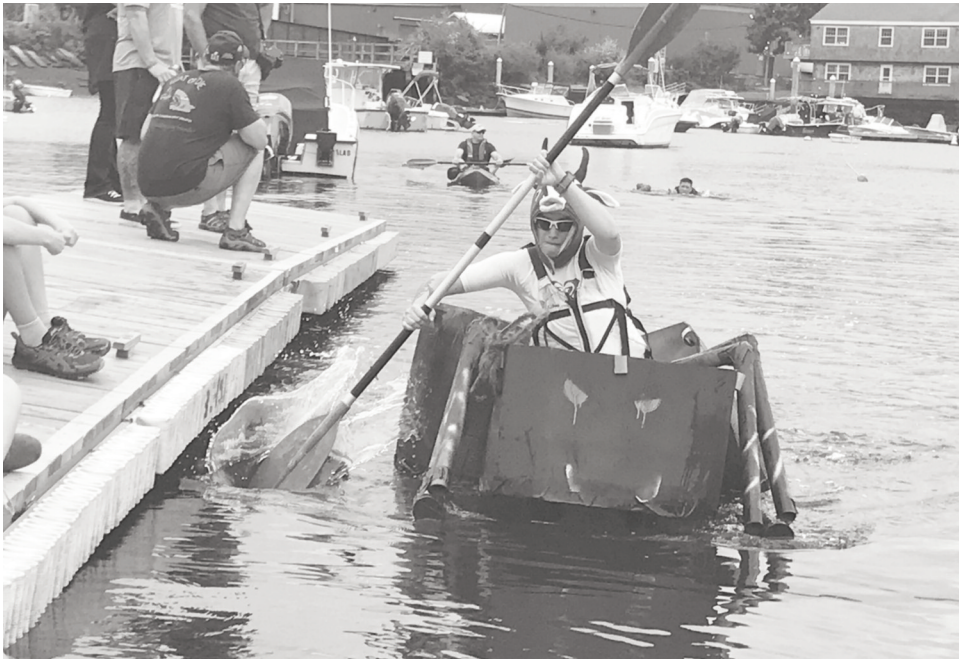
The Moderator then opened the floor for the election of three Field Drivers: The meeting nominated Carroll Cabot, Susan Henderson and Janet Willwerth. The individuals nominated were elected unanimously.

The Moderator then opened the floor for the election of three Measurers of Lumber: The meeting nominated Richard "Axel" A. Magnuson, Sue Thorne and Dee Burroughs. The individuals nominated were elected unanimously.

The Moderator then opened the floor for the election of three Measurers of Wood and Bark: The meeting nominated Carley A. Cook, Peggy Coleman, and Paul Clark. The individuals nominated were elected unanimously.

The Moderator then read the usual list of procedural points and announced that red voting cards would be used for this meeting if for some reason the electronic voting system failed. He thanked the volunteers who were assisting in conduct of the meeting. The Moderator welcomed the new Town Clerk, Christina St. Pierre, and also thanked Tom Kehoe for his numerous years of service to the Town. Mr. Kehoe will not be seeking re-election after 12 years on the Board of Selectmen and countless years on other local boards, committees, appointments and volunteer positions.

Chairman of the Board of Selectmen Eli Boling presented opening remarks. Chairman of the Finance Committee Mory Creighton presented comments on the Town's finances.



Captain Michelle Maurice Danger in her well-designed boat, "Bob is Old Enough to be My Dad" during the 10th Annual Cardboard Regatta.

COMMONWEALTH OF MASSACHUSETTS TOWN OF MANCHESTER-BY-THE-SEA



ANNUAL TOWN MEETING WARRANT

ARTICLE 1. To see if the Town will vote to receive and place on file the reports of the Town boards and committees appearing in the Annual Report, or take any other action relative thereto.
Per petition of the Board of Selectmen

Tom Kehoe moves and Margaret Driscoll seconds that the Town receive and place on file the reports of the Town boards and committees appearing in the Annual Report.

The Finance Committee and the Board of Selectmen both recommend approval.

THE MOTION IS VOTED UNANIMOUSLY.

ARTICLE 2. To see if the Town will vote to fix the 12-month fiscal year salary and compensation of all elective officers of the Town as provided in Section 108 of Chapter 41, as amended, as follows; or take any other action relative thereto.

Moderator	\$0.00
Chairman, Selectmen	\$0.00
Other four Selectmen	\$0.00

Per petition of the Board of Selectmen

Eli Boling moves the article as printed in the warrant to set those salaries to zero; Mory Creighton seconds.

The Finance Committee and the Board of Selectmen both recommend approval.

THE MOTION IS VOTED UNANIMOUSLY.

ARTICLE 3. To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money as the Town's share of the Essex North Shore Agricultural and Technical School District, or take any other action relative thereto.
Per petition of the Board of Selectmen

Eli Boling moves and Susan Beckmann seconds that the town raise and appropriate \$97,688 for the purpose of funding the Town's share of the Essex North Shore Agricultural and Technical School District. The Finance Committee and the Board of Selectmen both recommend approval.

THE MOTION UNDER ARTICLE 3 WAS APPROVED WITH 269 YES VOTES AND 11 NO VOTES, THE MOTION PREVAILS.

ARTICLE 4. To see what sums of money the Town will raise by taxation or otherwise to pay Town debts and charges for the ensuing 12 months, effective July 1, 2018, and appropriate the same.

Per petition of the Board of Selectmen

DEPARTMENTAL REQUESTS AND FINANCE COMMITTEE RECOMMENDATIONS

Item No.		Appropriations FY - 2018	Requests FY - 2019	Recommendations FY - 2019	Funding Sources
GENERAL GOVERNMENT					
32%					
SELECTMEN'S DEPARTMENT					
1	Salaries	197,774	202,719	202,719	TAXATION
2	Expenses	23,600	33,525	33,525	TAXATION
3	Audit	37,000	47,000	47,000	TAXATION
INFORMATION TECHNOLOGY					
4	Salaries	5,500	3,750	3,750	TAXATION
5	Expenses	101,000	99,300	99,300	TAXATION
MODERATOR					
5	Expenses	50	50	50	TAXATION
FINANCE COMMITTEE					
6	Salaries	3,000	4,500	4,500	TAXATION
7	Expenses	320	320	320	TAXATION
8	Reserve Fund	150,000	170,000	170,000	TAXATION
					OVERLAY SUR. 45,000 125,000
ELECTION & REGISTRATION					
9	Salaries	3,800	7,300	7,300	TAXATION
10	Expenses	10,080	23,195	23,195	TAXATION
ACCOUNTING					
11	Salaries	124,620	149,052	149,052	TAXATION
12	Expenses	4,700	4,700	4,700	TAXATION
ASSESSORS					
13	Salaries	148,241	152,687	152,687	TAXATION
14	Expenses	38,605	38,545	38,545	TAXATION
TREASURER/COLLECTOR					
15	Salaries	151,827	156,173	156,173	TAXATION
16	Expenses	27,490	27,490	27,490	TAXATION
TOWN CLERK					
17	Salaries	100,010	96,095	96,095	TAXATION
18	Expenses	6,250	6,900	6,900	TAXATION
LEGAL					
19	Expenses	118,000	110,000	110,000	TAXATION
APPEALS BOARD					
20	Salaries	21,326	21,859	21,859	TAXATION
21	Expenses	11,250	9,750	9,750	TAXATION
PLANNING BOARD					
22	Salaries	67,843	80,356	80,356	TAXATION
23	Expenses	8,950	9,150	9,150	TAXATION
TOWN HALL & COMMON					
24	Expenses	73,100	80,100	80,100	TAXATION

PENSIONS

25	Contributory	1,062,507	1,168,756	1,168,756	TAXATION	1,060,354
					SEWER RATES	61,944
					WATER RATES	46,458

26	Non-Contributory	2,200	2,200	2,200	TAXATION	
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INSURANCE

27	Group Health Insurance	1,560,000	1,560,000	1,560,000	TAXATION	1,437,454
					SEWER RATES	72,438
					WATER RATES	50,108

28	Workers' Compensation	65,000	65,000	65,000	TAXATION	45,500
					SEWER RATES	9,000
					WATER RATES	10,500

29	Fire/Auto/Liability	120,000	120,000	120,000	TAXATION	98,450
					SEWER RATES	10,000
					WATER RATES	11,550

30	Unemployment Compensation	7,000	7,000	7,000	TAXATION	
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31	FICA-Medicare	90,000	95,000	95,000	TAXATION	88,200
					SEWER RATES	3,500
					WATER RATES	3,300

Total General Government	4,341,043	4,552,472	4,552,472	TAXATION	4,148,673
				OVERLAY SUR.	125,000
				SEWER RATES	156,882
				WATER RATES	121,916
					4,552,472

PUBLIC SAFETY

24%

POLICE

32	Salaries	1,612,873	1,618,786	1,618,786	TAXATION	
33	Expenses	103,650	110,806	110,806	TAXATION	

PARKING CLERK/RESIDENT PARKING

34	Salaries	11,808	12,063	12,063	TAXATION	
35	Expenses	11,955	16,550	16,550	TAXATION	

FIRE

36	Salaries	1,223,930	1,256,639	1,256,639	TAXATION	
37	Expenses	126,100	125,600	125,600	TAXATION	

HARBOR MASTER

38	Salaries	95,415	138,968	138,968	MOORING FEES	
39	Expenses	18,800	21,800	21,800	MOORING FEES	160,768

BUILDING DEPARTMENT

40	BUILDING					
	INSPECTOR	46,243	47,396	47,396	TAXATION	
41	GAS/PLUMBING					
	INSPECTOR	12,660	12,977	12,977	TAXATION	
42	SEALER OF WIGHT'S					
	& MEASURES	3,000	3,200	3,200	TAXATION	
43	ELECTRICAL					
	INSPECTOR	12,660	12,977	12,977	TAXATION	
44	INSPECTORS'					
	EXPENSES	4,800	4,800	4,800	TAXATION	

EMERGENCY MANAGEMENT

45	Salaries	4,000	4,000	4,000	TAXATION
46	Expenses	1,000	1,000	1,000	TAXATION
47	Emergency Notification	5,500	5,500	5,500	TAXATION

ANIMAL CONTROL

49	Expenses	17,500	17,500	17,500	TAXATION
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Total Public Safety	3,311,894	3,410,562	3,410,562	TAXATION	3,249,794
				MOORING FEES	160,768
					3,410,562

**PUBLIC WORKS
14%**

DEPARTMENT OF PUBLIC WORKS

50	Salaries	541,449	811,777	811,777	TAXATION	784,977
					SEWER RATES	13,400
					WATER RATES	13,400
51	Expenses	412,250	353,250	353,250	TAXATION	

BUILDINGS & GROUNDS

81	Salaries	77,018	-	-	TAXATION
82	Expenses	46,250	-	-	TAXATION

SNOW REMOVAL

52	Salaries	32,000	32,000	32,000	TAXATION
53	Expenses	170,000	170,000	170,000	TAXATION
54	STREET LIGHTING	100,000	40,000	40,000	TAXATION

SANITATION/COMPOSTING/RECYCLING

55	Salaries	22,550	21,000	21,000	TAXATION
56	Expenses	45,000	45,000	45,000	TAXATION
57	Rubbish Collection/Recycling	410,000	395,000	395,000	TAXATION
58	Disposal	82,000	120,000	120,000	TAXATION

Total Dept. of Public Works	1,938,517	1,988,027	1,988,027	TAXATION	1,961,227
				SEWER RATES	13,400
				WATER RATES	13,400
					1,988,027

**OTHER ENVIRONMENTAL
1%**

HISTORIC DISTRICT COMMISSION

59	Salaries	4,279	4,386	4,386	TAXATION
60	Expenses	700	700	700	TAXATION

CONSERVATION COMMISSION

61	Salaries	63,253	64,834	64,834	TAXATION	59,834
					WETLANDS FD.	5,000
62	Expenses	2,650	2,950	2,950	TAXATION	
63	CHEBACCO WOODS	1,250	-	-	TAXATION	

Total Other Environmental	72,132	72,870	72,870	TAXATION	67,870
				WETLANDS FD.	5,000
					72,870

HUMAN SERVICES

2%

HEALTH

64	Salaries	63,880	65,444	65,444	TAXATION	
65	Expenses	53,625	52,550	52,550	TAXATION	

VETERANS' SERVICES

67	Expenses	14,500	14,500	14,500	TAXATION	
68	Veterans' Benefits	500	28,800	28,800	TAXATION	

COUNCIL ON AGING

69	Salaries	149,420	160,316	160,316	TAXATION	
70	Expenses	16,550	17,125	17,125	TAXATION	

Total Human Services	298,475	338,735	338,735	TAXATION	338,735
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LIBRARY

3%

LIBRARY

71	Salaries	310,041	315,157	315,157	TAXATION	
72	Expenses	155,723	161,763	161,763	TAXATION	

Total Culture and Informational Services	465,764	476,920	476,920	TAXATION	476,920
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RECREATION

2%

PARKS & RECREATION

73	Salaries	136,163	138,283	138,283	TAXATION	88,283
					PROGRAM FEES	50,000

74	Expenses	8,300	8,334	8,334	TAXATION	
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SINGING BEACH OPERATIONS

75	Salaries	67,084	70,284	70,284	TAXATION	
76	Expenses	13,800	16,800	16,800	TAXATION	

LIFEGUARDS

77	Salaries	54,614	57,814	57,814	TAXATION	
78	Expenses	3,400	3,400	3,400	TAXATION	

TUCK'S POINT

79	Salaries	6,000	6,400	6,400	TAXATION	
80	Expenses	30,370	30,370	30,370	TAXATION	

OTHER RECREATION

83	MEMORIAL DAY	3,000	3,000	3,000	TAXATION	
84	FOURTH OF JULY	12,000	13,000	13,000	TAXATION	

Total Recreation	334,731	347,685	347,685	TAXATION	297,685
				PROGRAM FEES	50,000
					347,685

DEBT SERVICE

9%

DEBT SERVICE

PRINCIPAL ON BONDS	1,221,815	1,170,387	1,170,387
INTEREST ON BONDS	396,829	371,339	371,339
TEMPORARY LOANS/INTEREST	30,000	30,000	30,000
WPAT ADMINISTRATION FEES	244	2,503	2,503

85	Total Debt Service	1,648,888	1,574,229	1,574,229	TAXATION	1,298,053
					SEWER RATES	276,176
						<u>1,574,229</u>
ENTERPRISE FUNDS						
11%						
SEWER FUND						
86	Salaries	290,315	274,762	274,762	SEWER RATES	
87	Expenses	324,750	352,150	352,150	SEWER RATES	
WATER FUND						
88	Salaries	245,239	224,533	224,533	WATER RATES	
89	Distribution Expenses	142,800	158,000	158,000	WATER RATES	
90	Treatment Expenses	540,212	574,862	574,862	WATER RATES	
	Total Enterprise Funds	1,543,316	1,584,306	1,584,306	SEWER RATES	626,912
					WATER RATES	957,395
						<u>1,584,306</u>
	TOTAL ARTICLE 4	13,954,760	14,345,807	14,345,807		

EXPENSES BUDGET SUMMARY

GENERAL GOVERNMENT	32%	4,341,043	4,552,472	4,552,472	TAXATION	4,148,673
					OVERLAY SUR.	125,000
					SEWER RATES	156,882
					WATER RATES	121,916
						<u>4,552,472</u>
PUBLIC SAFETY	24%	3,311,894	3,410,562	3,410,562	TAXATION	3,249,794
					MOORING FEES	160,768
						<u>3,410,562</u>
DEPARTMENT OF PUBLIC WORKS	14%	1,938,517	1,988,027	1,988,027	TAXATION	1,961,227
					SEWER RATES	13,400
					WATER RATES	13,400
						<u>1,988,027</u>
OTHER ENVIRONMENTAL	1%	72,132	72,870	72,870	TAXATION	67,870
					WETLANDS FD.	5,000
						<u>72,870</u>
HUMAN SERVICES	2%	298,475	338,735	338,735	TAXATION	<u>338,735</u>
LIBRARY	3%	465,764	476,920	476,920	TAXATION	<u>476,920</u>
PARKS & RECREATION	2%	334,731	347,685	347,685	TAXATION	297,685
					PROGRAM FEES	50,000
						<u>347,685</u>

DEBT SERVICE	11%	1,648,888	1,574,229	1,574,229	TAXATION	1,298,053
					SEWER RATES	276,176
						1,574,229
ENTERPRISE FUNDS	11%	1,543,316	1,584,306	1,584,306	SEWER RATES	626,912
					WATER RATES	957,395
						1,584,306
TOTALS	100%	13,954,760	14,345,807	14,345,807		14,345,807

FUNDING SOURCES SUMMARY

TAXATION	11,838,958
OVERLAY SURPLUS	125,000
MOORING FEES	160,768
PROGRAM FEES	50,000
WETLANDS FD	5,000
SEWER RATES	1,073,370
WATER RATES	1,092,711
TOTAL	14,345,807

Eli Boling moves and Mory Creighton seconds that the Town raise by taxation or otherwise to pay Town debts and charges for the ensuing 12 months, effective July 1, 2018, and appropriate the same the amounts as presented in the “Expenses Budget Summary” section under the “recommended” and “funding sources” columns of the Finance Committee Report, page 27 and 28 under Article 4, provided however that, with prior approval of the Board of Selectmen and the Finance Committee, the Town Administrator is authorized to transfer unexpended funds within a summary category (for example, within General Government).

THE MOTION TO APPROVE THE OPERATING BUDGET APPROVED WITH 263 YES VOTES AND 42 NO VOTES. THE MOTION PREVAILED.

ARTICLE 5.

To see if the Town will vote to raise and appropriate the sums of money called for under the following items, or any other sums, for the purposes indicated, and to determine whether the money shall be provided by taxation, by appropriation from available funds in the Treasury, or by borrowing, or take any other action relative thereto.

Dept.	Item	Requested	Recommended	Funding Source
1. DPW	Road resurfacing	\$205,000	\$205,000	Fund Balance
2. DPW	1-Ton Truck w/plow and sander	\$ 82,000	\$ 82,000	Taxation
3. DPW	Excavator	\$ 88,000	\$ 88,000	Taxation
4. DPW	Guardrail Replacement	\$ 15,000	\$ 15,000	Taxation
5. DPW	Drainage/Sidewalk Improvements	\$325,000	\$325,000	Taxation/Fund Bal
6. DPW	Shop Equipment	\$ 20,000	\$ 20,000	Taxation
7. DPW	Pickup Truck	\$ 55,000	\$ 55,000	Taxation
8. DPW	Engineering – Complete Streets Grant	\$ 32,000	\$ 32,000	Taxation
9. DPW	New Compost Site – match for grant	\$ 75,000	\$ 75,000	Taxation
10. DPW	Pedestrian Crossing Actuated Lights	\$ 12,000	\$ 12,000	Taxation

11. DPW	Replacement Dump Truck Body	\$ 16,225	\$ 16,225	Taxation
12. Library	Teen Space Construction	\$ 40,000	\$ 40,000	Taxation
13. Park/Rec	Athletic Fields Master Plan	\$ 20,000	\$ 20,000	Taxation
14. Park/ Rec	Tennis Court Resurfacing	\$ 10,000	\$ 10,000	Taxation
15. Public Safety	Police Weapons replacement	\$ 5,000	\$ 5,000	Taxation
16. Public Safety	Radio System Upgrades	\$ 80,000	\$ 80,000	Taxation
17. Public Safety	Fire Engine Fund	\$250,000	\$250,000	Taxation
18. Public Safety	Replacement Police Cruiser	\$ 39,000	\$ 39,000	Taxation
19. Harbor	Dredging: Phase II Engineering	\$ 75,000	\$ 75,000	Waterway Fund
20. Harbor	Tuck's Point Kayak Racks	\$ 10,000	\$ 10,000	Taxation
21. Water	Plant Upgrades/Equipment Replacement	\$190,000	\$190,000	Water Enterprise & Taxation
22. Sewer	Plant Upgrades/Equipment Replacement	\$160,000	\$160,000	Sewer Enterprise & Taxation
	Total	\$1,804,225	\$1,804,225	

Per petition of the Board of Selectmen

Eli Boling moves and Mory Creighton seconds to appropriate the following amounts in order to pay the costs of various capital items as set forth in Article 5 including payment of all costs incidental and related thereto.

Item 1 \$205,000 to be funded by the Fund Balance;

Items 2- 4 \$185,000 to be funded by taxation

Item 5 \$225,000 to be funded by taxation and \$100,000 by the Fund Balance

Items 6-18 \$654,225 to be funded by taxation

Item 19 \$75,000 to be funded by the Waterway Fund

Item 20 \$10,000 to be funded by taxation

Item 21 \$30,000 to be funded by taxation and \$160,000 by the Water Rates

Item 22 \$15,000 to be funded by taxation and \$145,000 by the Sewer

The Finance Committee and The Board of Selectmen both recommend approval.

The Moderator called for any holds. Holds were placed on items: 1, 9, 10, 12, 20 and 21.

MOTION ON THE NON-HOLD ITEMS WAS APPROVED UNANIMOUSLY.

The meeting then voted on the non-hold items:

ITEM 1- APPROVED, MOTION PREVAILS (BY VOICE VOTE)

ITEM 9 – APPROVED, MOTION PREVAILS (BY VOICE VOTE)

ITEM 10 – APPROVED, MOTION PREVAILS (BY VOICE VOTE)

ITEM 12 – APPROVED WITH 222 YES VOTES AND 49 NO VOTES

ITEM 20 – APPROVED, MOTION PREVAILS (BY VOICE VOTE)

ITEM 21 – APPROVED WITH A UNANIMOUS VOTE (VOICE VOTE)

ARTICLE 6: To see if the Town will vote to raise and appropriate \$400,000 for the purpose of contributing to the cost of the repair and reconstruction of the Central Street Dam and Culvert; provided, however, that said appropriation shall be contingent upon the approval by the voters of a Capital Expenditure Exclusion question in accordance with G.L. c.59, §21C; or take any other action relative thereto.

Per petition of the Board of Selectmen

The Finance Committee and the Board of Selectmen both recommend approval.

Eli Boling moves the article as printed in the warrant, and Margaret Driscoll seconds.

THE MOTION UNDER ARTICLE 6 PREVAILED.

ARTICLE 7. To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money for the Town's assessment from the District for the Gross Operating and Maintenance Budget of the Manchester-Essex Regional School District including debt service - said sum to be calculated solely in accordance with the "Agreement Between the Towns of Essex and Manchester-by-the-Sea, Massachusetts with Respect to the Formation of a Regional School District", as most recently amended, by invoking and approving the provision found in paragraph four of G.L. c. 71, § 16B allowing District members "to reallocate the sum of their required local contributions to the District in accordance with the regional agreement", for the fiscal year beginning July first, two thousand eighteen; or take any other action relative thereto.

Per petition of the Manchester-Essex
Regional School Committee

Motion #1

Julie Riordan of the Manchester Essex Regional School Committee moves and Shannon Erdmann, also of the Manchester Essex Regional School Committee seconds that the town approve the assessment calculation in accordance with the "Agreement Between the Towns of Essex and Manchester-by-the-Sea, Massachusetts with Respect to the Formation of a Regional School District", by invoking and approving the provision found in paragraph four of G.L. c. 71, § 16B allowing District members "to reallocate the sum of their required local contributions to the district in accordance with the regional agreement", for the fiscal year beginning July first, two thousand eighteen.

MOTION 1 UNDER ARTICLE 7 VOTED UNANIMOUSLY.

Motion #2

Julie Riordan of the Manchester Essex Regional School Committee moves and Shannon Erdmann, also of the Manchester Essex Regional School Committee seconds that the Town raise and appropriate \$14,274,688 to fund the Town's assessment from the Manchester Essex Regional School District for the fiscal year beginning July first, two thousand eighteen for the gross operating and maintenance budget.

MOTION 2 UNDER ARTICLE 7 VOTED BY THE MAJORITY.

Motion #3

Julie Riordan of the Manchester Essex Regional School Committee moves and Shannon Erdmann, also of the Manchester Essex Regional School Committee seconds that the Town raise and appropriate \$1,403,891 to fund the Town's assessment from the Manchester Essex Regional School District to cover the long-term debt for the fiscal year beginning July first, two thousand eighteen.

MOTION 1 UNDER ARTICLE 7 VOTED UNANIMOUSLY.

ARTICLE 8. To see if the Town will vote to hear and act on the report of the Community Preservation Committee on the Fiscal Year 2019 Community Preservation budget and to appropriate from the Community Preservation Fund estimated annual revenues a sum of money to meet the administrative expenses and all other necessary and proper expenses of the Community Preservation Committee for Fiscal Year 2019; and further to reserve for future appropriation a sum of money from the Community Preservation Fund estimated annual revenues for open space, including land for recreational space, historic resources, and community housing purposes, as well as a sum of money to be placed in the 2019 Budgeted Reserve for general Community Preservation Act purposes; and further to appropriate from the Community Preservation Fund a sum or sums of money for Community Preservation projects or purposes as recommended by the Community Preservation Committee as follows; or take any other action relative thereto.

1. Community Preservation Committee Expenses (studies, etc.) (administrative)	\$ 20,000*
2. Tuck's Point Chowder House (historic preservation)	\$ 23,000
3. Title Research for lands with owners unknown (open space & recreation)	\$ 25,000
4. Masconomo Park Plantings (open space & recreation)	\$ 10,000
5. Affordable Housing Trust Project Funding (community housing)	\$ 150,000
6. Tuck's Point Rotunda Storm Repairs (historic preservation)	\$ 100,000
7. Historic Preservation Reserve Account (historic preservation)	\$ 18,000
8. Recreation/Open Space Reserve Account (recreation/open space)	\$ 6,000
TOTAL	\$ 352,000

(*Administrative amount limited to 5% of total annual revenue)

Per petition of the Community Preservation Committee

Per petition of the Board of Selectmen

Christopher Kelly of the Community Preservation Committee moves, and Sue Thorne seconds that the Town appropriate the following sums of money pursuant to the provisions of the Community Preservation Act for the following purposes:

- 1) To appropriate \$20,000 from the Community Preservation Fund FY-2019 estimated annual revenues for Community Preservation Committee administrative costs including but not limited to: secretary, historical surveys, historical consultant, grant writing and administration and payment of CPA Coalition annual dues.
- 2) To appropriate \$23,000 from the Community Preservation Fund FY-2018 undesignated fund balance for historic preservation; for repairs to the Tuck's Point Chowder House.
- 3) To appropriate \$25,000 from the Community Preservation Fund - FY-2019 esti-

mated annual revenues for open space and recreation; for title research for lands with owners unknown.

- 4) To appropriate \$10,000 from the Community Preservation Fund FY-2018 undesignated fund balance; for plantings at Masconomo Park.
- 5) To appropriate \$150,000 from the Community Preservation Fund FY-2018 fund balance consisting of \$94,000 from the Community Housing reserve fund and \$56,000 from the FY2018 undesignated fund; for technical assistance and support of Manchester's Affordable Housing Trust.
- 6) To appropriate \$100,000 from the Community Preservation Fund FY-2018 undesignated fund balance for historic preservation; for storm damage repairs to the Tuck's Point Rotunda.
- 7) To appropriate ~~\$18,000~~ \$0 from the Community Preservation Fund FY-2019 estimated annual revenues for historic preservation reserve account; ~~to meet the annual 10% requirement.~~
- 8) To appropriate \$6,000 from the Community Preservation Fund FY-2019 estimated annual revenues for open space and recreation reserve account; to meet the annual 10% requirement.

For a grand total of \$334,000 (total does not include the originally proposed amount for # 7; this original amount is only needed if # 6 is not approved).

Financial Summary:

FY-2019 Total estimated Annual Revenues = \$ 407,000
\$ 355,000 (1.5 % surcharge) + \$ 52,000 (estimated 15% Mass. State matching revenue)

Reserved for Open Space Fund balance = \$ 100,455
Reserved for Community Housing balance = \$ 94,028

CPC Undesignated Fund balance (est.) 06/30/18 = \$ 205,000

Total Funds Available for FY19 = \$ 612,000 (\$205,000 est unreserved as of 6/30/2018+est revenue \$407,000)
(this does not deduct any amounts from this article)

Total Proposed Expenditures for FY19 = \$ 328,000 assuming #6 passes, does not include reserve allocations.

HOLDS PLACED ON ITEMS 2, 5, 6 & 7

MOTION ON NON-HOLD ITEMS WAS VOTED UNANIMOUSLY.

Motion made by Robert Meahl, duly seconded, to request that the Moderator use the electronic voting devices for all votes. **MOTION FAILS WITH 89 YES VOTES AND 203**

NO VOTES.

ITEM 2 – APPROVED, MOTION PREVAILS (VOICE VOTE)

ITEM 5 – APPROVED, THE MOTION PREVAILS WITH 207 YES VOTES AND 74 NO VOTES.

ITEM 6 – APPROVED, THE MOTION PREVAILS WITH 226 YES VOTES AND 36 NO VOTES.

ITEM 7 - APPROVED, MOTION VOTED UNANIMOUSLY.

ARTICLE 9. To see if the Town will vote to request that the Selectmen and the Finance Committee investigate regional options for the funding and delivery of public safety and public works services in order to maintain or enhance these services while improving efficiencies. (This is an advisory vote only.)

Per petition of the Board of Selectmen

Susan Beckmann moves and Arthur Steinert seconds that the Town requests the Selectmen and Finance Committee to investigate regional options for the funding and delivery of public safety and public works services in order to maintain or enhance these services while improving efficiencies.

The Finance Committee and The Board of Selectmen both recommend approval.

Motion made by Tim Gates, duly seconded, that after the word safety insert “public transportation, (CATA, except The Ride type services)” and carry on with ‘public works services...’

Motion made by Nicholas R. White to terminate debate and move the question. MOTION TO TERMINATE DEBATE PASSES UNANIMOUSLY.

Vote on motion to amend the article as written to include after the word safety insert “public transportation, (CATA, except The Ride type services)” and carry on with ‘public works services...’ **MOTION FAILS.**

ORIGINAL MOTION UNDER ARTICLE 9 PASSES WITH 232 YES VOTES AND 26 NO VOTES.

ARTICLE 10. To see if the Town will vote to raise and appropriate or transfer from available funds \$15,000 to augment the FY18 Sewer Salaries Accounts, or to take any other action relative thereto.

Per petition of the Board of Selectmen

Margaret Driscoll moves the article as printed in the warrant and Thomas Kehoe seconds the motion.

Finance Committee and Board of Selectmen both recommend approval.

Moderator Wilson clarifies that the motion will transfer from sewer retained earnings.

THE MOTION UNDER ARTICLE 10 PASSES UNANIMOUSLY.

ARTICLE 11. To see if the Town will vote to raise and appropriate or transfer from available funds \$17,000 to augment the FY18 Water Salaries Accounts, or to take any other action relative thereto.

Per petition of the Board of Selectmen

Eli Boling moves to transfer \$17,000 to augment the FY18 Water Salaries account and Arthur Steinert seconds the motion, to be transferred from retained earnings, the Water Enterprise Fund.

The Finance Committee and Board of Selectmen both recommend approval.

THE MOTION UNDER ARTICLE 11 IS VOTED UNANIMOUSLY.

ARTICLE 12. To see if the Town will vote to raise and appropriate or transfer from available funds \$150,000 to augment the FY18 Reserve Account for the purpose of repairing storm damage, or to take any other action relative thereto.

Per petition of the Board of Selectmen

Eli Boling moves and Margaret Driscoll seconds that the Town transfer \$150,000 from Free Cash to the Reserve Account for FY18 to cover the costs of repairing storm damage that has occurred in recent months.

The Board of Selectmen and Finance Committee both recommend approval.

THE MOTION UNDER ARTICLE 12 IS VOTED UNANIMOUSLY.

ARTICLE 13. To see if the Town will vote to raise and appropriate or transfer from available funds \$252,011 to be deposited into the Town's Other Post Employment Benefits Trust Fund, subject to said appropriation being expended from the Trust Fund only for the purposes authorized by section 20 of Chapter 32B of the General Laws of the Commonwealth of Massachusetts; or take any other action relative thereto.

Per petition of the Board of Selectmen

Susan Beckmann moves the article as printed in the warrant and Thomas Kehoe seconds.

The Finance Committee and Board of Selectmen both recommend approval.

Moderator Wilson clarifies that the motion is a transfer from free cash.

THE MOTION UNDER ARTICLE 13 PASSES UNANIMOUSLY.

ARTICLE 14. To see if the Town will vote to accept the provisions of G.L. c. 44, §53F ¾ and establish a special revenue fund known as the "PEG – Public, Education, Government -- Access and Cable Related Fund", into which account shall be deposited funds received in connection with a franchise agreement between a cable operator and the town. Monies in the fund shall only be appropriated for the purposes identified in G.L. c. 44, Section 53F¾; and further to vote to appropriate \$160,000 from the fund for the purpose of installing a new fiber cable loop that serves municipal facilities in furtherance of broadcasting PEG programming; or take any other action relative thereto.

Per petition of the Board of Selectmen

Arthur Steinert moves the article as printed in the warrant and Eli Boling seconds the motion.

The Finance Committee and Board of Selectmen both recommend approval.

Adele Ervin makes a motion, duly seconded, to move the question.

MOTION TO MOVE THE QUESTION PREVAILS WITH DECLARED 2/3RD VOTE.

THE MOTION UNDER ARTICLE 14 PREVAILS WITH 166 YES VOTES AND 80 NO VOTES.

ARTICLE 15. To see if the Town will vote, pursuant to the provisions of G.L. c.44, §53E½ as most recently amended, to set the following Fiscal Year 2019 spending limitations on expenditures from the revolving fund(s) set forth in the Town's Revolving Fund By-law, Article IV, Section 11 of the General By-laws:

Program or Purpose:	Costs Associated with Town of Manchester-by-the-Sea Recreation Programs;
FY2019 spending limit:	\$260,000.

Or take any other action relative thereto.

Per petition of the Board of Selectmen

Margaret Driscoll moves the article as printed in the warrant and Eli Boling seconds.

The Finance Committee and the Board of Selectmen both recommend approval.



The new footbridge installed over the inlet to Dexter Pond. The bridge, funded by the Community Preservation Act, was designed and built by resident Ken King.

THE MOTION UNDER ARTICLE 15 PASSES UNANIMOUSLY.

ARTICLE 16. To see if the Town will vote to amend the Town's General Bylaw Article XVII, General Wetlands Bylaw, Section 1, Purpose, by adding the protection of unspoiled wetland scenery to the list of interests already protected under the Manchester-by-the-Sea General Wetlands Bylaw. The amended section would read as follows (added language is highlighted and underlined):

Article XVII, SECTION 1. Purpose

The purpose of this By-Law is to protect the wetlands, water resources, flood prone areas, and adjoining upland areas in the Town of Manchester-by-the-Sea ("Town") by controlling initiatives and activities deemed by the Town Conservation Commission ("ConCom") likely to have a significant effect, immediate or cumulative, on the: protection of public or private water supply; protection of groundwater supply; flood control; erosion and sedimentation control; storm damage prevention, including coastal storm flowage; water quality; avoidance of water pollution; protection of fisheries; protection of land containing shellfish; protection of wildlife habitat and rare species habitat; unspoiled wetland scenery; agriculture; aquaculture; and other resource area values deemed important to the Town.

Per petition of the Conservation Commission

Steve Gang moves the article as written in the warrant and the motion is duly seconded.

The Finance Committee takes no position on this article. The Board of Selectmen recommends approval.

THE MOTION UNDER ARTICLE 16 FAILS WITH 51 YES VOTES AND 202 NO VOTES.

Charlotte Wilson makes a motion, duly seconded, to allow for Article 20 to be taken before Article 17.

THE MOTION TO ALLOW ARTICLE 20 BEFORE ARTICLE 17 PREVAILS UNANIMOUSLY.

ARTICLE 20. To see if the Town will vote to support "Flowers for Freedom", a community service project that aims to put carnations on all veteran's graves in town cemeteries for Memorial Day and to raise and appropriate or transfer from available funds \$1,000 for this purpose.

Per Citizen Petition

Mary Ann Palermo moves and Adele Ervin seconds that the Town transfer from Free Cash \$1,000 for the purpose of supporting Flowers for Freedom, a community service project that places carnations on all veteran graves in town cemeteries for Memorial Day.

The Finance Committee recommends approval, the sum to be added to the Memorial Day Account which was voted in Article 4 (item 82). The Board of Selectmen now recommends approval.

THE MOTION UNDER ARTICLE 20 WAS APPROVED UNANIMOUSLY.

Article 17, 18 and 19 all address recreational marijuana and will be discussed together. Article 17 is a zoning bylaw to ban recreational marijuana in Manchester-by-the-Sea. Article 18 is a zoning bylaw which would restrict recreational marijuana to the Limited Commercial District.

The Finance Committee takes no position.

The Board of Selectmen recommends approval on Article 17, ban by Zoning Bylaw, 4-1.
The Board of Selectmen recommends approval on Article 18, ban by General Bylaw 4-1.
The Board of Selectmen recommends approval on Article 19, restrict by Zoning Bylaw 5-0.

ARTICLE 17. To see if the Town will vote to amend the Town's Zoning Bylaw by adding a new **Section 6.21 Marijuana Establishments**, that would provide as follows, with the understanding that in accordance with G.L. c.94G, Section 3(a)(2) such bylaw must also be approved by the voters of the Town at an election:

Section 6.21. Consistent with G.L. c. 94G, Section 3(a)(2), all types of non-medical "marijuana establishments" as defined in G.L. c. 94G, Section 1, including marijuana cultivators, independent testing laboratories, marijuana product manufacturers, marijuana retailers or any other types of licensed marijuana related businesses, shall be prohibited within the Town of Manchester-by-the-Sea.

Or take any other action relative thereto.

Per Citizen Petition

Sue Centner moves the article as printed in the warrant and Lorraine Iovanni seconds.

MOTION MADE BY GRETCHEN WOOD, DULY SECONDED, TO MOVE THE QUESTION.

MOTION TO MOVE THE QUESTION AND END DEBATE ON ARTICLE 17 PREVAILS WITH A DECLARED 2/3RDS VOTE.

THE VOTE ON THE MAIN MOTION FAILS WITH 117 YES VOTES AND 117 NO VOTES. DOES NOT ACHIEVE THE REQUIRED 2/3RDS THRESHOLD FOR APPROVAL.

ARTICLE 18. To see if the Town will vote to amend Article X, of the General By-laws by adding a new Section 44 Marijuana Establishments that would provide as follows, with the understanding that in accordance with G.L. c.94G, Section 3(a)(2) such bylaw must also be approved by the voters of the Town at an election:

Article X Section 44. Consistent with G.L. c. 94G, Section 3(a)(2), all types of non-medical "marijuana establishments" as defined in G.L. c. 94G, Section 1, including marijuana cultivators, independent testing laboratories, marijuana product manufacturers, marijuana retailers or any other types of licensed marijuana related businesses, shall be prohibited within the Town of Manchester-by-the-Sea.

Or take any other action relative thereto.

Per petition of the Board of Selectmen

Thomas Kehoe moves the Article as printed in the warrant and Margaret Driscoll seconds. MOTION MADE BY GRETCHEN WOOD, DULY SECONDED, TO MOVE THE QUESTION.

MOTION TO MOVE THE QUESTION AND END DEBATE ON ARTICLE 18 PREVAILS WITH A DECLARED 2/3RDS VOTE.

THE VOTE ON ARTICLE 18 DOES NOT PREVAIL WITH 110 VOTES YES AND 122 VOTES NO.

ARTICLE 19. To see if the Town will vote to amend the Town's Zoning Bylaw by replacing

Section 6.19 REGULATIONS OF MEDICAL MARIJUANA TREATMENT CENTERS OR REGISTERED MARIJUANA DISPENSARIES with a new **Section 6.19 Regulation of Marijuana Businesses** that allows for additional marijuana establishments only in the Limited Commercial District as follows (language to be deleted is shown with a strike through and language to be added is underlined), or take any other action relative thereto:

6.19 REGULATION OF ~~MEDICAL MARIJUANA BUSINESSES TREATMENT CENTERS OR REGISTERED MARIJUANA DISPENSARIES~~

6.19.1 Purpose

The purposes of this By-Law are:
to exercise lawful oversight and regulation of Medical Marijuana Treatment Centers (also known as Registered Marijuana Dispensaries) and Marijuana Establishments, together referred to herein as Marijuana Businesses, consistent with Chapter 369 of the Acts of 2012, An Act To Ensure Safe Access to Marijuana, Chapter 55 of the Acts of 2017, all regulations which have or may be issued by the Department of Public Health and/or the Cannabis Control Commission, including, but not limited to 105 CMR 725.00 et seq. and 935 CMR 500.00, et seq., and the Town's regulatory powers; and to limit the siting and operation of ~~Medical Marijuana Treatment Centers~~ Businesses to locations appropriate to such use, and to regulate such use through conditions necessary to protect community safety while ensuring legitimate patient access.

6.19.2 Applicability

1. The commercial cultivation, production, processing, assembly, packaging, retail or wholesale sale, trade, distribution or dispensing of marijuana ~~for medical use~~ is prohibited unless permitted as a ~~Medical Marijuana Business Treatment Center~~ under this By-Law.
2. No ~~Medical Marijuana Treatment Center Business~~ shall be established except in con-formity with this By-Law and all applicable laws and regulations, including with all such regulations as may be promulgated by the Board of Health; and the requirements of 105 CMR 725.00 et seq. and 935 CMR 500.00, et seq.
3. Nothing in this By-Law shall be construed to supersede any state or federal laws or regulations governing the sale and distribution of narcotic drugs.

6.19.3 Definitions

Where not expressly defined in the Zoning By-law, terms used in this bylaw shall be interpreted as defined in G.L. c.94I and G.L. c.94G and regulations promulgated and/or incorporated thereunder, and otherwise by their plain language.

~~Marijuana means all parts of the plant Cannabis sativa L., whether growing or not, the seeds thereof and resin extracted from any part of the plant; and every compound, manufacture, salt, derivative, mixture, or preparation of the plant, its seeds or resin. It does not include the mature stalks of the plant, fiber produced from the stalks, oil, or cake made from the seeds of the plant, any other compound, manufacture, salt, derivative, mixture or preparation of the mature stalks, except the resin extracted therefrom, fiber, oil, or cake or the sterilized seed of the plant which is incapable of germination. Marijuana also includes Marijuana infused Products (MIPs) except where the context clearly indicates otherwise.~~

Marijuana Business means a Medical Marijuana Treatment Center, Marijuana Establishment, or any combination or part thereof.

Marijuana Establishment: A marijuana cultivator, independent testing laboratory, marijuana product manufacturer, marijuana retailer, or any other type of licensed marijuana-related business for the non-medical, including recreational use of marijuana, as set forth in G.L. 94G, and any regulations promulgated thereunder.

~~Marijuana infused Products (MIP) means a product infused with Marijuana that is intended for use or consumption, including, but not limited to edible products, ointments, aerosols, oils, and tinctures. These products, when created or sold by a Registered Marijuana Dispensary, shall not be considered a food or drug as defined in M.G.L. c. 91, Section 1.~~

Medical Marijuana Treatment Center as defined by 105 CMR 725.000, et al., as it may be amended or superseded, and pursuant to all other applicable state laws and regulations, means a not-for-profit entity registered under 105 CMR 725.100, otherwise to be known as a Registered Marijuana Dispensary (RMD), that acquires, cultivates, possesses, processes (including development of related products such as edible MIPs, tinctures, aerosols, oils, or ointments), transfers, transports, sells, distributes, dispenses, or administers Marijuana, products containing Marijuana, related supplies, or educational materials to registered qualifying patients or their personal caregivers, as those terms are defined under 105 CMR 725.004. Unless otherwise specified, RMD refers to the site(s) of dispensing, cultivation, and preparation of Marijuana.

~~Medical use of marijuana means the acquisition, cultivation, possession, processing (including development of related products such as tinctures, aerosols, or ointments), transfer, transportation, sale, distribution, dispensing, or administration of Marijuana for the benefit of qualifying patients in the treatment of debilitating medical conditions, or the symptoms thereof, as those terms are defined under 105 CMR 725.004~~

~~Registered Marijuana Dispensary (RMD) has the same meaning as Medical Marijuana Treatment Center~~

Special Permit Granting Authority (SPGA) pursuant to this By-Law shall be the Planning Board.

6.19.4 Eligible Locations

1. ~~Medical Marijuana Treatment Centers Businesses~~ may be allowed by Special Permit in the Limited Commercial Zoning District, subject to all requirements of this Zoning By-Law, the requirements of the Board of Health, and ~~of 105 CMR 725.00 et seq.~~ applicable state laws and regulations.

6.19.5 General Requirements and Conditions

The following requirements and conditions shall apply to all ~~Medical Marijuana Treatment Centers Businesses~~:

1. All ~~Medical Marijuana Treatment Centers Businesses~~ must obtain a special permit from the Planning Board pursuant to the requirements of Section 6.4 (Signs), 6.9 (Site Plan Review Special Permit), Section 7.5 (Special Permits) and the requirements of Section 6.19. The Planning Board may grant a single special permit incorporating the requirements of Sections 6.4, 6.9, 7.5 and 6.19 for a ~~Medical Marijuana Treatment Centers Business~~.
2. No Special Permit shall issue without demonstration by the applicant of compliance with all applicable state laws and regulations, and with all local regulations.
3. No ~~Medical Marijuana Treatment Center Business~~ shall be located within 300 feet of a res-idential zoning district, or within 500 feet of any lot containing a school, child care facility, or playground.
4. No smoking, burning or consumption of any product containing Marijuana or Marijuana-infused products shall be permitted on the premises of a ~~Medical Marijuana Treatment Center Business~~ except as may be expressly permitted by law.
5. No products shall be displayed in the facilities windows or be visible from any street or parking lot.
6. Signs for all ~~Medical Marijuana Treatment Centers Businesses~~ shall, at a minimum, comply with Section 6.4 of the Zoning By-Law, the provisions of 105 CMR 725.105(L) ("Marketing and Advertising Requirements"), ~~the provisions of 935 CMR 500 et seq.,~~ and the terms and conditions of the special permit issued pursuant to Section 6.19, et seq.

6.19.6 Special Permit Requirements

A ~~Medical Marijuana Treatment Centers Business~~ shall be allowed only by Special Permit in accordance with G.L. c. 40A, s. 9; with the requirements of Section 7.5 et seq. of the Zoning By-Law, with the terms and conditions of the special permit issued pursuant to Section 6.19, et seq. and with the additional requirements contained in this Section (6.19.6), below.

1. Uses. A Special Permit for a ~~Medical Marijuana Treatment Center Business~~ shall be limited to one or more of the ~~following~~ uses for which RMD's and Marijuana Establishments are authorized to engage in by law.
 - ~~A. cultivation of Marijuana for Medical Use~~
 - ~~B. processing and packaging of Marijuana for Medical Use, including Marijuana that is in the form of smoking materials, food products, oils, aerosols, ointments, and other products; or~~

~~C. retail sale or distribution of Marijuana for Medical Use to Qualifying patients, as that term is defined in 105 CMR 725.001~~

2. Application. In addition to the application requirements set forth in the rules of the Special Permit Granting Authority, a Special Permit application for a ~~Medical Marijuana Treatment Center~~ Business shall include the following:

- A. The name and address of each owner of the establishment and property owner;
- B. Copies of all required licenses and permits issued to the applicant by the Commonwealth of Massachusetts and any of its agencies for the establishment;
- C. Evidence of the applicant's right to use the site for the establishment, such as a deed, or lease;
- D. Proposed security measures for the ~~Medical Marijuana Treatment Center~~ Business demonstrating compliance with all requirements of 105 CMR 725.110, "Security Requirements for Registered Marijuana Dispensaries," including but not limited to secure storage areas, limited access areas, security and alarm systems compliant with 105 CMR 725.110(D), and the requirements of 935 CMR 500 et seq. A copy of the approved security measures shall be provided to the Police Department. ~~Pursuant to 105 CMR 725.200 (C),~~ The above information ~~is~~ may be confidential and exempt from the provisions of G.L. c. 66, and as such ~~it~~ shall not be part of the public record.

E. As applicable, the Proposed Operations and Maintenance Manual for the Medical Marijuana Treatment Center demonstrating compliance with all requirements of 105 CMR 725.110, "Security Requirements for Registered Marijuana Dispensaries," including but not limited to procedures for limiting access to the facility to persons authorized under 105 CMR 725.110(A); and procedures for transport of Marijuana and/or MIPs as provided under 105 CMR 725.110(E).

Pursuant to 105 CMR 725.200 (C), the above information ~~is~~ may be confidential and exempt from the provisions of G.L. c. 66, and as such it shall not be part of the public record.

3. Hours of Operation. The hours of operation of a ~~Medical Marijuana Treatment Center~~ Business shall be established by the Special Permit Granting Authority.

4. Term of a Special Permit. Special Permits shall be valid for a period of two (2) years from the effective date of the special permit.

5. Transferability of a Special Permit. Special Permits may be transferred only with the approval by the Special Permit Granting Authority, in the form of an amendment to the Special Permit, conditioned upon satisfactory submission of all information required for an original Special Permit.

6. Renewals. A Special Permit may be renewed for successive two (2) year periods provided that a written request for renewal is made to the Special Permit Granting Authority not less than three (3) months prior to the expiration of the then-existing term. Any request for a renewal of a Special Permit shall be subject to publication notice requirements as required for an original application for a Special Permit. Such notice shall state that the renewal request will be granted unless, prior to the expiration of the existing Special Permit,

a written objection, stating reasons for such objection, is received by the Special Permit Granting Authority.

- 6.1. If any such objection is received, the Special Permit Granting Authority shall hold a public hearing on the renewal request and shall proceed in a manner consistent with the proceedings required for an original application.
- 6.2. The Special Permit shall remain in effect until the conclusion of the public hearing and decision of the Special Permit Granting Authority either granting or denying the Special Permit renewal request.
- 6.3. In granting any renewal, the Special Permit Granting Authority may alter or impose additional conditions, and/or may provide for revocation of the Special Permit if any identified violations of this By-Law or any other applicable regulation are not corrected within a specified time period.

6.19.7 Severability

If any provision of this Section or the application of any such provision to any person or circumstance shall be held invalid, the remainder of this Section, to the extent it can be given effect, or the application of those provisions to persons or circumstances other than those to which it is held invalid, shall not be affected thereby, and to this end the provisions of this Section are severable.
[Added 2015]

Per Petition of the Board of Selectmen

Eli Boling moves the article as printed in the warrant to amend the Town's Zoning Bylaw Section 6.19 by adding the words underlined and striking the words lined out and Thomas Kehoe seconds the motion.

THE MOTION ON ARTICLE 19 PREVAILS WITH 183 YES VOTES AND 43 NO VOTES, ACHIEVING THE 2/3RDS REQUIRED THRESHOLD.

Note to reader: The Meeting acted on Article 20 prior to Article 17.

ARTICLE 21. To see if the Town will vote to raise and appropriate or transfer from available funds \$100,000 to the Stabilization Fund, or take any other action relative thereto.

Per Petition of the Board of Selectmen

Tom Kehoe moves to transfer from Free Cash the sum of \$100,000 into the Stabilization Account and Margaret Driscoll seconds.

The Finance Committee and Board of Selectmen both recommend approval.

THE MOTION UNDER ARTICLE 21 PASSES UNANIMOUSLY.

ARTICLE 22. To see what sum of money the Town will vote to appropriate or transfer from available funds for the purpose of reducing the tax rate, or take any other action relative thereto.

Per petition of the Board of Selectmen

Eli Boling moves and Mory Creighton seconds that the Town pass over or do nothing under Article 22.

The Finance Committee and Board of Selectmen both recommend passing over Article 22.

THE MOTION TO PASS OVER ARTICLE 22 IS VOTED UNANIMOUSLY.

Tom Kehoe moves to dissolve the Annual Town Meeting and Eli Bowling seconds the motion.

THE MOTION TO DISSOLVE THE MEETING PASSES UNANIMOUSLY.

And you are directed to serve this warrant by posting attested copies thereof, one at the Town Hall Building, one at the Police Station, one at the Fire House, one at the Memorial School, and one at the Post Office, twenty-one (21) days, at least, before the time of holding said meeting.

Hereof fail not to make due return of this warrant, with your doings thereon, to the Town Clerk three (3) days before the day of this meeting.

Given under our hands at Manchester-by-the-Sea, aforesaid, this 8th day of March 2018.

BOARD OF SELECTMEN

Eli G. Boling, Chairman	Susan M. Beckmann, Vice Chairperson
Arthur Steinert	Thomas P. Kehoe Margaret F. Driscoll

To the Town Clerk:

I have served the foregoing Warrant by posting attested copies thereof as directed by the By-Law of the Town and the Commonwealth.

/s/ G. David MacDougall March 12, 2018
Constable Date of Posting

Christina J. St. Pierre March 12, 2018
Received by Town Clerk

The Moderator declares the meeting dissolved at 10:53 p.m. and thanked everyone for coming.

A True Copy.

Attest: /s/ Christina J. St. Pierre, CMMC
Town Clerk, Manchester-by-the-Sea, MA

COMMONWEALTH OF MASSACHUSETTS TOWN OF MANCHESTER-BY-THE-SEA



SPECIAL TOWN MEETING MINUTES

A Special Town Meeting of the Town of Manchester-by-the-Sea was held on Monday, October 15, 2018 at the Memorial Elementary School on Lincoln Street, pursuant to the warrant being duly posted and the return of the Constable being received. Registrar Eileen Buckley and resident Lee Simonds were in charge of the check-in tables. They were assisted at the front and on the floor by Melissa Flinn, Michelle Baer, Nancy Hammond, Beth Heisey, Kathy Ryan, Carolyn Kelly, Sally Scott, Linda Feuerbach, Pamela Thorne, Adele Ardolino, Bruce Warren and Tom Kehoe. Seven hundred and fifty-one voters checked in for the meeting, ushered by High School students Tyler Erdmann and Max Warnock. Moderator Alan Wilson called the meeting to order at 7:18 p.m. and asked that the meeting rise for the invocation given by Pastor Marlayna Schmidt followed by the Pledge of Allegiance to the flag. The Moderator then gave his opening remarks, procedural points and explained that pink voting cards were being used for this meeting.

The Moderator recognized the service to the Town of individuals who have recently passed away. The Moderator asked for a moment of silence for Al Creighton, Adele Ervin, John Gilmore and Archie Southgate.

The Moderator recognized the Town Officials in attendance as well as any media, counsel and consultants before going to Article 1.

ARTICLE 1: To see if the Town will vote to amend the Town's General Bylaws, Article VI, "Finance Committee," Section 1, by reducing the number of committee members from 9 to 7 and reducing the number of members the Selectmen appoint from 6 to 4. Thus Section 1 of Article VI would read as follows, with the revised language shown in bold and underlined:

Section 1: There shall be a Finance Committee consisting of seven legal voters of the Town who shall serve without pay and no member shall be an employee or paid officer of the Town. Each member of the Finance Committee shall serve for a term of three (3) years, and each term shall begin the 1st day of July. **Two** members of the Finance Committee shall be appointed for each of two years and **three members shall be appointed on the third year of an ongoing three year cycle.** One member shall be appointed by the moderator each year. **One** member shall be appointed by the Selectmen for each of two years and **two members shall be appointed in the third year of the ongoing three year cycle of appointments.**

Or take any other action relative thereto.

Per Petition of the Board of Selectmen

The Finance Committee and the Board of Selectmen both recommend approval.

Eli Boling moves the article as printed. Margaret Driscoll seconds.

ARTICLE 1 MOTION BY ELI BOWLING, SECONDED BY MARGARET DRISCOLL, APPROVED, THE ARTICLE PREVAILS BY 611 YES VOTES AND 46 NO VOTES.

ARTICLE 2: To see if the Town will vote to amend the Town's General Bylaws, Article X "Police and other Regulations," Section 39, Snow Emergency Parking Ban, subsection C, as shown in bold and underlined or stricken-through text, below, so that subsection C would read:

- C. While a Snow Emergency Parking Ban is in effect (the Blue Light system is on), it shall be a violation of this Bylaw to park any vehicle on any Town street, punishable ~~by a non-criminal disposition with a fine of \$25, payable by the registered owner of the vehicle in accordance with M.G.L. C. 90 S. 20A,~~ as amended, **with fines as set by the Board of Selectmen as permitted under M.G.L. C. 90 S. 20A.** Each day during which the vehicle remains so parked shall constitute a separate violation.

Or take any other action relative thereto.

Per Petition of the Board of Selectmen

The Finance Committee and the Board of Selectmen both recommend approval.

Becky Jaques moves the article as printed. Arthur Steinert seconds.

ARTICLE 2, MOTION BY BECKY JACQUES, SECONDED BY ARTHUR STEINERT, APPROVED. ARTICLE PREVAILS BY 626 YES VOTES AND 39 NO VOTES.

ARTICLE 3: To see if the Town will approve the \$52,232,925 borrowing authorized by the Manchester Essex Regional School District, for the purpose of paying costs of the Manchester Memorial Elementary School new school construction project, for replacement of the school at 43 Lincoln Street in Manchester-by-the-Sea, Massachusetts, including the payment of all costs incidental or related thereto (the "Project"), which school facility shall have an anticipated useful life as an educational facility for the instruction of school children of at least 50 years, and for which the District may be eligible for a school construction grant from the Massachusetts School Building Authority ("MSBA"), said amount to be expended at the direction of the School Building Committee. The MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any Project costs the District incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the District and its member municipalities. Any grant that the District may receive from the MSBA for the Project shall not exceed the lesser of (1) thirty-five and ninety-three one hundredths of a percent (35.93%) of eligible, approved project costs, as determined by the MSBA, or (2) the total maximum grant amount determined by the MSBA.

Or take any other action relative thereto.

Per petition of the MERSD

Shannon Erdmann moves the article as printed on the handout that contains the warrant. Caroline Weld, Co-chair of the School Building Committee, seconds the motion.

Motion as printed in the handout that contains the warrant:

That the Town hereby approves the \$52,232,925 borrowing authorized by the Manchester Essex Regional School District, for the purpose of paying costs of the Manchester Memorial Elementary School new school construction project, for replacement of the school at 43 Lincoln Street in Manchester-by-the-Sea, Massachusetts, including the payment of all costs incidental or related thereto (the "Project"), which school facility shall have an anticipated useful life as an educational facility for the instruction of school children of at least 50 years, and for which the District may be eligible for a school construction grant from the Massachusetts School Building Authority ("MSBA"), said amount to be expended at the direction of the School Building Committee; that the Town acknowledges that the MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any Project costs the District incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the District and its member municipalities; provided further that any grant that District may receive from the MSBA for the Project shall not exceed the lesser of (1) thirty-five and ninety-three one hundredths of a percent (35.93%) of eligible, approved project costs, as determined by the MSBA, or (2) the total maximum grant amount determined by the MSBA; provided that the approval of the District's borrowing by this vote shall be subject to and contingent upon an affirmative vote of the Town to exempt its allocable share of the amounts required for the payment of interest and principal on said borrowing from the limitations on taxes imposed by M.G.L. 59, Section 21C (Proposition 21/2); and that the amount of borrowing authorized by the District shall be reduced by any grant amount set forth in the Project Funding Agreement that may be executed between the District and the MSBA.

After discussion, motion made by Carl Doane, duly seconded, to terminate debate.

THE MOTION TO TERMINATE DEBATE PREVAILS WITH 528 YES VOTES AND 69 NO VOTES.

ARTICLE 3, MOTION BY SHANNON ERDMANN, SECONDED BY CAROLINE WELD, APPROVED. ARTICLE PREVAILS WITH 647 YES VOTES AND 92 NO VOTES.

Susan Beckmann moves to dissolve the Special Town Meeting, duly seconded by Arthur Steinert. The motion to dissolve the meeting prevails unanimously.

Susan M. Beckmann, Chairman
Eli G. Boling

Arthur Steinert, Vice Chairperson
Rebecca Jaques Margaret F. Driscoll

To the Town Clerk:

I have served the foregoing Warrant by posting attested copies thereof as directed by the By-Law of the Town and the Commonwealth.

/s/ G. David MacDougall Sept. 25, 2018
Constable Date of Posting

/s/ Christina J. St. Pierre Sept. 25, 2018
Received by Town Clerk

The Moderator declared the meeting dissolved at 8:47.

A True Copy.

Attest: _/s/ Christina J. St. Pierre, CMMC
Town Clerk, Manchester-by-the-Sea, MA



Lifeguards at Singing Beach

TOWN OF MANCHESTER-BY-THE-SEA ANNUAL TOWN ELECTION RESULTS

MAY 14, 2018 / 7AM-8PM
MEMORIAL ELEMENTARY SCHOOL
43 LINCOLN STREET

Housing Authority, for 5 years

Elizabeth A. Heisey	795
Allen Craige McCoy	250
Scattered	2
Blanks	158

Library Trustee, for 3 years

Richard L. Rogers**	910
Scattered	1
Blanks	294

Moderator, for 1 year

Alan Wilson**	997
Scattered	8
Blanks	200

Planning Board, for 2 years (1 seat)

Mary M. Foley	493
Christopher Olney	418
Scattered	1
Blanks	293

Planning Board, for 3 years (2 seats)

Christine Delisio**	634
Loren G. Coons	635
Scattered	7
Blanks	1134

School Committee, for 3 years

Shannon O'Brien Erdmann**	780
Andre Kuehnemund	211
Scattered	3
Blanks	207

Selectmen, for 3 years

Rebecca S. Jaques	707
William Shipman	467
Scattered	2
Blanks	29

Question #1

Shall the Town of Manchester-by-the-Sea be allowed to assess an additional \$400,000 in real estate and personal property taxes for the purpose of contributing to the cost of the repair and reconstruction of the Central Street Dam and Culvert?

Yes	738
No	416
Blanks	51

Total Voters Participating:	1,205
Total Voters Eligible:	4,143
Participation Percentage	29.09%

**Candidate for re-election

A True Copy.

Attest: /s/ Christina J. St. Pierre, CMMC
Town Clerk, Manchester-by-the-Sea, MA

TOWN OF MANCHESTER-BY-THE-SEA STATE PRIMARY RESULTS

SEPTEMBER 4, 2018 / 7AM-8PM
MEMORIAL ELEMENTARY SCHOOL
43 LINCOLN STREET

DEMOCRATIC PRIMARY

Senator in Congress

Elizabeth A. Warren	519
Scattered	6
Blanks	42

Governor

Jay M. Gonzalez	313
Bob Massie	132
Scattered	9
Blanks	113

Lt. Governor

Quentin Palfrey	281
Jimmy Tingle	147
Blanks	139

Attorney General

Maura Healey	530
Scattered	1
Blanks	36

Secretary of State

William Francis Galvin	329
Josh Zakim	212
Blanks	26

Treasurer

Deborah B. Goldberg	464
Blanks	103

Auditor

Suzanne M. Bump	453
Blanks	114

Representative in Congress

Seth Moulton	524
Scattered	1
Blank	42

Councillor

Eileen R. Duff	463
Nicholas S. Torresi	13
Blanks	91

Senator in General Court

Scattered	8
Blanks	559

Representative in General Court

Allison M. Gustavson	513
Scattered	2
Blanks	52

District Attorney

Jonathan W. Blodgett	453
Blanks	114

Clerk of Courts

Thomas H. Driscoll, Jr.	435
Blanks	132

Registrars of Deeds

John L. O'Brien, Jr.	201
Alice Rose Merkl	276
Scattered	1

Total Democratic Ballots Cast:	567
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A True Copy.

Attest: /s/ Christina J. St. Pierre, CMMC

Town Clerk, Manchester-by-the-Sea, MA

TOWN OF MANCHESTER-BY-THE-SEA STATE PRIMARY RESULTS

SEPTEMBER 4, 2018 / 7AM-8PM
MEMORIAL ELEMENTARY SCHOOL
43 LINCOLN STREET

REPUBLICAN PRIMARY

Senator in Congress

Geoff Diehl	144
John Kingston	96
Beth Joyce Lindstrom	85
Scattered	1
Blanks	51

Governor

Charles D. Baker	309
Scott D. Lively	66
Scattered	1
Blanks	1

Lieutenant Governor

Karyn E. Polito	311
Scattered	4
Blanks	62

Attorney General

James R. McMahon, III	125
Daniel L. Shores	139
Scattered	4
Blanks	109

Secretary of State

Anthony M. Amore	261
Scattered	1
Blanks	115

Treasurer

Keiko M. Orrall	255
Scattered	1
Blanks	121

Auditor

Helen Brady	254
Scattered	2
Blanks	121

Representative in Congress

Joseph S. Schneider	252
Scattered	4
Blanks	121

Councillor

Richard A. Baker	249
Scattered	1

Senator in General Court

Bruce E. Tarr	341
Scattered	2
Blanks	34

Representative in General Court

Bradford R. Hill	335
Scattered	2
Blanks	40

District Attorney

Scattered	5
Blanks	372

Clerk of Courts

Scattered	2
Blanks	375

Register of Deeds

Jonathan E. Ring	259
Scattered	1
Blanks	117

Total Republican Ballots Cast	377
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A True Copy.

Attest: /s/ Christina J. St. Pierre, CMMC
Town Clerk, Manchester-by-the-Sea, MA

TOWN OF MANCHESTER-BY-THE-SEA STATE PRIMARY RESULTS

SEPTEMBER 4, 2018 / 7AM-8PM
MEMORIAL ELEMENTARY SCHOOL
43 LINCOLN STREET

LIBERTARIAN PRIMARY

Senator in Congress

Scattered	1
Blanks	1

Governor

Scattered	1
Blanks	1

Lieutenant Governor

Scattered	1
Blanks	1

Attorney General

Scattered	1
Blanks	1

Secretary of State

Blanks	2
--------	---

Treasurer

Scattered	1
Blanks	1

Auditor

Daniel Fishman	2
----------------	---

Representative in Congress

Scattered	1
Blanks	1

Councillor

Marc C. Mercier	2
-----------------	---

Senator in General Court

Blanks	2
--------	---

Representative in General Court

Blanks	2
--------	---

District Attorney

Scattered	1
Blanks	1

Clerk of Courts

Blanks	2
--------	---

Register of Deeds

Blanks	2
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Total Libertarian Ballots Cast	2
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2018 State Primary

Total Ballots Cast:	946
Total Eligible Voters:	4212
Percent Participating:	22.4%

A True Copy.

Attest: /s/ Christina J. St. Pierre, CMMC
Town Clerk, Manchester-by-the-Sea, MA

TOWN OF MANCHESTER-BY-THE-SEA STATE ELECTION RESULTS

NOVEMBER 6, 2018 / 7AM-8PM
MEMORIAL ELEMENTARY SCHOOL
43 LINCOLN STREET

Senator in Congress

Elizabeth A. Warren	1863
Geoff Diehl	1140
Siva Ayyadurai	100
Scattered	7
Blanks	66

Governor and Lt. Governor

Baker and Polito	2272
Gonzalez and Palfrey	825
Scattered	5
Blanks	74

Attorney General

Maura Healey	2224
James R. McMahon, III	887
Scattered	0
Blanks	65

Secretary of State

William Francis Galvin	2063
Anthony M. Amore	875
Juan G. Sanchez, Jr.	98
Scattered	2
Blanks	138

Treasurer

Deborah B. Goldberg	1975
Keiko M. Orrall	913
Jamie M. Guerin	72
Scattered	2
Blank	214

Auditor

Suzanne M. Bump	1760
Helen Brady	947
Daniel Fishman	198
Edward Stamas	53
Scattered	1
Blanks	217

Representative in Congress

Seth Moulton	2192
Joseph S. Schneider	828
Mary Jane Charbonneau	82
Scattered	1
Blanks	73

Councillor

Eileen R. Duff	1931
Richard A. Baker	955
Marc C. Mercier	65
Scattered	1
Blanks	224

Senator in General Court

Bruce E. Tarr	2445
Scattered	49
Blanks	692

Representative in General Court

Bradford R. Hill	1458
Allison M. Gustavson	1635
Scattered	1
Blanks	82

District Attorney

Jonathan W. Blodgett	2361
Scattered	13
Blanks	802

Clerk of Courts

Thomas H. Driscoll	2303
Scattered	8
Blank	865

Register of Deeds

John L. O'Brien, Jr.	1880
Jonathan E. Ring	958
David D. Colpitts	63
Scattered	2
Blanks	273

TOWN OF MANCHESTER-BY-THE-SEA STATE ELECTION BALLOT QUESTION RESULTS

Question #1 – Nurse to Patient Staffing Ratios

Yes	627
No	2400
Blanks	149

Question #2 – Corporate Campaign Finance Contribution Resolution

Yes	2242
No	788
Blanks	146

Question #3 – Public Accommodation Referendum

Yes	2272
No	795
Blanks	109

A True Copy.

Attest: /s/ Christina J. St. Pierre, CMMC
Town Clerk, Manchester-by-the-Sea, MA

TOWN OF MANCHESTER-BY-THE-SEA LOCAL SPECIAL ELECTION RESULTS

*NOVEMBER 6, 2018 / 7AM-8PM
MEMORIAL ELEMENTARY SCHOOL
43 LINCOLN STREET*

Question #1

Shall the Town of Manchester-by-the-Sea be allowed to exempt from the provisions of proposition two and one-half, so-called, the amounts required to pay the Town's allocable share of the bond issued by the Manchester Essex Regional School District for the purpose of paying costs of the Manchester Memorial Elementary School new school construction project, for replacement of the school at 43 Lincoln Street in Manchester-by-the-Sea, Massachusetts, including the payment of all costs incidental or related thereto?

Yes	2227
No	867

A True Copy.

Attest: /s/ Christina J. St. Pierre, CMMC
Town Clerk, Manchester-by-the-Sea, MA

**TAX COLLECTOR'S REPORT
FISCAL YEAR 2018**

**REAL ESTATE OUTSTANDING AS OF
6/30/2018**

FISCAL YEAR 2017	-
FISCAL YEAR 2018	128,775.06

**PERSONAL PROPERTY OUTSTANDING
AS OF 6/30/2018**

FISCAL YEAR 2008	122.24
FISCAL YEAR 2009	303.45
FISCAL YEAR 2010	630.37
FISCAL YEAR 2011	108.70
FISCAL YEAR 2012	461.32
FISCAL YEAR 2013	326.67
FISCAL YEAR 2014	61.13
FISCAL YEAR 2015	415.38
FISCAL YEAR 2016	459.48
FISCAL YEAR 2017	2,184.48
FISCAL YEAR 2018	2,473.24

**MOTOR VEHICLE EXCISE OUSTAND-
ING AS OF 6/30/2018**

CALENDAR YEAR 2004	43.96
CALENDAR YEAR 2009	2,424.06
CALENDAR YEAR 2010	2,558.03
CALENDAR YEAR 2011	2,135.54

CALENDAR YEAR 2012	1,044.18
CALENDAR YEAR 2013	1,960.00
CALENDAR YEAR 2014	1,865.12
CALENDAR YEAR 2015	2,167.58
CALENDAR YEAR 2016	3,053.11
CALENDAR YEAR 2017	10,693.35
CALENDAR YEAR 2018	63,808.51

**BOAT EXCISE OUTSTANDING AS OF
6/30/2018**

FISCAL YEAR 2005	15.00
FISCAL YEAR 2006	105.00
FISCAL YEAR 2007	128.00
FISCAL YEAR 2008	196.00
FISCAL YEAR 2009	426.00
FISCAL YEAR 2010	355.00
FISCAL YEAR 2011	678.02
FISCAL YEAR 2012	764.15
FISCAL YEAR 2013	53.00
FISCAL YEAR 2014	882.00
FISCAL YEAR 2015	626.78
FISCAL YEAR 2016	989.94
FISCAL YEAR 2017	1,018.24
FISCAL YEAR 2018	867.00



Manchester Parks and Recreation Sewing Club with Mrs. Palmer featuring a special visit with local resident and very skilled quilter, Mary Jane Brown.

**TREASURER'S TRUST FUND REPORT
6/30/18**

CEMETERY PERPETUAL CARE FUND

	General Ledger	Bank Balance	Due to (Due from)
Balance June 30, 2017	\$396,481.71		
Income from perpetual care	\$9,650.00		
Interest Earned	\$(7,937.06)		
Withdrawals	\$(30,000.00)		
Balance June 30, 2018	\$368,194.65	\$398,194.65	\$30,000.00

CEMETERY SALE OF LOTS FUND

Balance June 30, 2017	\$124,664.21		
Income from sale of lots	\$9,650.00		
Interest Earned	\$(2,461.33)		
Withdrawals	\$-		
Balance June 30, 2018	\$131,852.88	\$131,852.88	\$-

MISCELLANEOUS FUNDS

6/30/17 General Ledger	INCOME	DEPOSITS	EXPENDITURES	6/30/18 General Ledger	6/30/18 Bank Balance	Due to (Due from)
B.L. Allen Fund						
\$1,369.30	\$(27.91)	\$50.00	\$(100.00)	\$1,291.39	\$1,291.39	\$-
Tuck's Point Invest						
\$9,591.27	\$(193.23)			\$9,398.04	\$9,398.04	\$-
Post War Rehab						
\$5,061.49	\$(101.99)			\$4,959.50	\$4,959.50	\$-
Essex Woods Park						
\$16,254.05	\$(327.46)			\$15,926.59	\$15,926.59	\$-
Clara Winthrop						
\$54,818.76	\$(1,138.45)	\$11,000.00	\$(30,067.89)	\$34,612.42	\$49,658.71	\$15,046.29
Susan Crowell						
\$12,053.47	\$(242.80)			\$11,810.67	\$11,810.67	\$-
Knight Cemetery						
\$7,869.55	\$(158.56)			\$7,710.99	\$7,710.99	\$-
Julia Ware Fund						
\$2,825.55	\$(56.92)		\$(476.36)	\$2,292.27	\$2,768.63	\$476.36
Odd Fellows						
\$4,169.74	\$(84.01)			\$4,085.73	\$4,085.73	\$-
Stabilization Fund						
\$1,573,827.16	\$(31,752.18)	\$100,000.00		\$1,642,074.98	\$1,642,074.98	\$-
OPEB						
\$1,433,397.50	\$143,084.54	\$252,011.00		\$1,828,493.04	\$1,828,493.04	\$-



For the second year running ME senior Faith Palermo organized the Freedom Flowers event. Her idea was to place 3 carnations at the grave of every veteran in Manchester cemeteries to honor their sacrifice.



Cub Scouts launch rockets at their annual event at Winthrop Field

**DEBT SERVICE
FISCAL YEAR 2018**

Water Pollution Abatement Trust (96-49-A)

Date of Issue 10/1/1999	Principal	Interest
FY 2017 Ending Balances	\$195,000.00	\$14,456.24
FY 2018 Payments (includes MCWT Subsidy)	<u>\$(65,000.00)</u>	<u>\$(7,825.41)</u>
Total Balances Outstanding	\$130,000.00	\$6,630.83

Municipal Purpose Loan

Date of Issue 2/15/03	Principal	Interest
FY 2017 Ending Balances	\$1,050,000.00	\$68,099.50
FY 2018 Payments	<u>\$(210,000.00)</u>	<u>\$(21,000.00)</u>
Total Balances Outstanding	\$840,000.00	\$47,099.50

Article 5 TM 4/05/10 & Land Acquisition

Date of Issue 5/26/2011	Principal	Interest
FY 2017 Ending Balances	\$2,190,000.00	\$521,474.72
FY 2018 Payments	<u>\$(190,000.00)</u>	<u>\$(75,968.76)</u>
Total Balances Outstanding	\$2,000,000.00	\$445,505.96

Municipal Purpose Loan of 2014 (G.O.)

Date of Issue 2/13/14	Principal	Interest
FY 2017 Ending Balances	\$1,840,000.00	\$376,199.65
FY 2018 Payments	<u>\$(270,000.00)</u>	<u>\$(48,300.00)</u>
Total Balances Outstanding	\$1,570,000.00	\$327,899.65

Municipal Purpose Loan of 2018 (G.O.)

Date of Issue 3/29/18		
FY 2018 Beginning Balance	\$5,160,000.00	\$1,782,474.23
FY 2018 Payments	<u>\$ -</u>	<u>\$ -</u>
Total Balances Outstanding	\$5,160,000.00	\$1,782,474.23

MA Clean Water Trust (DW-14-03)

Date of Issue 4/13/17		
FY 2018 Beginning Balance	\$1,440,000.00	\$315,886.14
FY 2018 Payments	<u>\$(58,248.00)</u>	<u>\$(21,760.00)</u>
Total Balances Outstanding	\$1,381,752.00	\$294,126.14

MA Clean Water Trust (CW-14-31)

Date of Issue 4/13/17		
FY 2018 Beginning Balance	\$234,450.00	\$13,122.42
FY 2018 Payments	<u>\$(44,895.00)</u>	<u>\$(3,542.80)</u>
Total Balances Outstanding	\$189,555.00	\$9,579.62

**ACCOUNTANT'S REPORT
FISCAL YEAR ENDING JUNE 30, 2018
RECEIPTS GENERAL FUND**

Receipts General Fund

TAXES

REAL ESTATE TAXES	25,703,098.27
PERSONAL PROPERTY TAXES	594,688.40
TAX LIENS REDEEMED	33,375.70
SEWER BETTERMENT	2,192.01

MOTOR VEHICLE EXCISE	1,076,687.32
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BOAT TAX	16,625.27
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INTEREST/CHARGES RE & PP TAXES	44,413.50
INT. CHGS. REL. MV TAXES	14,238.79
INTEREST/SEWER BETTERMENTS	1,467.61
INTEREST/CHARGES ON BOAT TAXES	612.04
INTEREST ON TAX LIENS	9,280.65

FEES AND CHARGES

FEES-AFFORDABLE HOUSING TRUST	8,092.50
FEES-BOARD OF APPEALS	5,505.00
FEES-CABLE	947.00
FEES-COMM-FLU CLINIC REIMB.	4,291.68
FEES-CONSERVATION COMMISSION	11,292.00
FEES-COPYING	321.00
FEES-FILM/PHOTO	2,500.00
FEES-HISTORIC DISTRICT	920.00
FEES-INSURANCE REPORTS	15.00
FEES-MISCELLANEOUS-FIRE DEPT.	720.00
FEES-MISCELLANEOUS-TOWN CLERK	290.00
FEES-MOORING WAITING LIST FEES	13,311.50
FEES-MUNICIPAL LIENS	3,625.00
FEES-OIL BURNER INSPECTIONS	275.00
FEES-PARKING-ELECTRIC	278.71
FEES-PLANNING BOARD	2,500.00
FEES-SALE OF MAPS	10.25
FEES-SPECIAL DUTY-ADMIN.	17,957.42
FEES-STREET LISTS	1,255.00
FEES-UNDERGROUND STORAGE	50.00
FEES-VITAL CERTIFICATES	3,340.00

RENTALS

RENTALS-SPRINT-SCHOOL ANTENNA	78,883.93
RENTALS- STATION CELL TOWER	53,126.94
RENTALS-WATER TOWER ANTENNA	32,978.50
RENTALS-TUCK'S POINT	32,184.00
RENTALS-SINGING BEACH CANTEEN	16,500.00
RENTALS-ATHLETIC FIELD	15,325.00
RENTALS-KAYAK RACK	2,775.00
RENTALS-CROWELL CHAPEL RENTAL	1,700.00

FINES & FORFEITURES

FINES-PARKING	58,330.00
FINES-COURT	13,074.08
FINES-DOGS	1,000.00
FINES-LIBRARY	687.19
FINES-HARBOR VIOLATIONS	25.00

STATE AID

COMM.-CSI-STATE AID UNRESTRICTED	222,163.00
COMM.-CSI-LOSS OF TAXES ELDERLY	9,392.00

TRANSFERS INTO GENERAL FUND

TRANSFERS FROM SEWER	423,573.35
TRANSFERS FROM WATER	117,453.00
TRANSFER FROM SPECIAL REVENUES	15,000.00
TRANSFER FROM OTHER	30,000.00

MEALS TAX COLLECTIONS	69,854.45
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RECREATION-BEACH PASSES	134,868.65
RECREATION-NON-RESIDENT PARKING	37,460.00
RECREATION-PARKING STICKERS	66,909.00

AMBULANCE CHARGES	253,664.17
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INVESTMENT INCOME	70,300.73
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LICENSES AND PERMITS

LICENSES-BUSINESS CERTIFICATES	2,695.00
LICENSES-CAMP	135.00
LICENSES-COMMON VICTUALERS	1,150.00
LICENSES-DOG	17,730.00
LICENSES-FIREARMS	1,425.00
LICENSES-INN HOLDERS	100.00
LICENSES-LIQUOR	22,650.00
LICENSES-MARRIAGE INTENTIONS	585.00
LICENSES-ONE(1)-DAY LIQUOR	140.00
LICENSES-SEPTIC PUMP	5,935.00
LICENSES-SEPTIC SYSTEMS	1,760.00
LICENSES-SUNDAY ENTERTAINMENT	200.00
LICENSES-SWIMMING POOL	630.00
LICENSES-TAXI AND LIVERY	50.00
LICENSES-USED CAR DEALER	140.00
PERMITS-BLASTING	25.00
PERMITS-BUILDING	91,976.67
PERMITS-BUSINES/BOATER PLACARD	2,615.00
PERMITS-DIS. WORK CONSTRUCTION	3,525.00
PERMITS-ELECTRICAL	80,030.42
PERMITS-FOOD SERVICE PERMITS	6,880.00
PERMITS-GAS	9,469.75

Continued . . .

PERMITS-KEEPING OF ANIMALS	30.00
PERMITS-LODGING HOUSE	200.00
PERMITS-LPG	225.00
PERMITS-OPEN BURNING	1,180.00
PERMITS-PERC TESTING	2,695.00
PERMITS-PLUMBING	12,574.57
PERMITS-ROAD OPENING	8,161.63
PERMITS-SMOKE ALARM INSPECTION	4,425.00
PERMITS-TANK REMOVAL	1,475.00
PERMITS-TITLE V INSPECTION REV	2,700.00
PERMITS-WELL	100.00
PAYMENTS IN LIEU OF TAXES	8,440.90
TRASH-RUBBISH STICKERS\	
TRANSFER STATION STICKERS	285,815.00
NON-RECURRING-MISCELLANEOUS	90,827.16
TOTAL RECEIPTS GENERAL FUND	30,000,100.71

Receipts all Other Funds

HARBOR MASTER FUND

TRANSFER TO HARBOR IMPROV.	151,968.99
MOORING FEES	213,304.91
BOAT EXCISE TAX	16,625.00

RECREATION REVOLVING

RECREATION RECEIPTS	253,239.74
PLAYGROUND RECEIPTS	57,315.00
CONCERTS RECEIPTS	6,373.36

HIGHWAY IMPROVEMENT FUND

CHAPTER 90	815,993.32
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CAPITAL IMPROVEMENTS ATM 04/14

BORROWING	108,000.00
PREMIUM ON SALE OF BONDS	7,000.00
TRANSFER IN	385,000.00

CAPITAL IMPROVEMENTS ATM 04/16

BORROWING	3,674,000.00
PREMIUM ON SALE OF BONDS	122,000.00
TRANSFER IN	100,000.00

CAPITAL IMPROVEMENTS ATM 04/17

BORROWING	1,378,000.00
PREMIUM ON SALE OF BONDS	330,038.79

SEWER FUND

UTILITY USAGE RECEIVABLES	1,193,301.25
SEWER HOOKUP	42,900.00
TRANSFER FROM GENERAL FUND	30,000.00

WATER FUND

UTILITY USAGE RECEIVABLES	779,773.17
WATER HOOKUP	7,850.00
SALE OF WATER METERS	20,382.31

WATER TREATMENT

UTILITY USAGE RECEIVABLES	526,940.49
TRANSFER FROM GENERAL FUND	25,000.00

COMMUNITY PRESERVATION ACT

R.E. TAXES-COMMUNITY PRESERV.	351,622.70
COMM.-COMMUNITY PRESERVATION	59,224.00
EARNINGS ON INVESTMENTS/ UNREALIZED GAINS & (LOSSES)	(13,845.86)
INTEREST/R.E. TAXES	508.93

STABILIZATION FUND

EARNINGS ON INVESTMENTS/ UNREALIZED GAINS & (LOSSES)	(31,752.18)
TRANSFERS IN	100,000.00

OTHER POST EMPLOYEE BENEFITS

EARNINGS ON INVESTMENTS/ UNREALIZED GAINS & (LOSSES)	143,084.54
TRANSFERS IN	252,011.00

AFFORDABLE HOUSING TRUST	125,000.00
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TOTAL RECEIPTS ALL OTHER FUNDS	11,230,859.46
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GRAND TOTAL ALL RECEIPTS	41,230,960.17
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**SPECIAL REVENUE FUNDS
FISCAL YEAR ENDING JUNE 30, 2018**

SPECIAL REVENUE FUNDS	BALANCE 06/30/17	EXPENDITURES	RECEIPTS	ADJUSTMENTS & TRANSFERS (+/-)	RESERVED FOR JULY1, 2018
<u>Gift's Accounts Fund 200</u>					
Library Gifts	13,520.07	990.19	812.87	-	13,342.75
Library Children's Room Gifts	2,789.09	1,478.17	2,000.00	-	3,310.92
Winthrop Field	45,606.22	4,050.00	10,000.00	-	51,556.22
Debeaumont Fund	36,371.43	-	-	-	36,371.43
Selectmen Veterans Honor	1,046.12	-	-	-	1,046.12
Tuck's Point Gift Account	4,667.15	-	50.00	-	4,717.15
Fire Equipment Gift	-	4,248.09	4,300.00	-	51.91
Library 130th Anniversary Gifts	-	1,091.51	10,829.65	-	9,738.14
Police Gifts Account	10,502.15	1,974.35	1,500.00	-	10,027.80
Council on Aging/Police SMART911	-	6,500.00	6,500.00	-	-
Council on Aging Vans Gift	-	22,296.10	23,200.00	-	903.90
Adopt A Bench Gifts	1,909.38	911.18	2,000.00	-	2,998.20
Selectmen's Gifts	13,480.28	854.00	1,750.00	-	14,376.28
Fire Engine Gift Fund	1,500.00	3,000.00	1,500.00	-	-
Fire Gifts	2,516.48	217.89	2,200.00	-	4,498.59
Fire CPR Gifts	1,738.85	528.00	400.00	-	1,610.85
Recreation 4TH OF JULY GIFTS	15,703.88	32,308.74	45,040.15	-	28,435.29
Friends of COA	4,015.87	7,898.20	6,393.00	-	2,510.67
Pedestrian Sign/Safety Gifts	1,050.00	-	-	-	1,050.00
Selectmen - Street light conversion	40,000.00	-	-	-	40,000.00
Total	196,416.97	88,346.42	118,475.67	0.00	226,546.22

Continued . . .

**SPECIAL REVENUE FUNDS
FISCAL YEAR ENDING JUNE 30, 2018**

SPECIAL REVENUE FUNDS	BALANCE 06/30/17	EXPENDITURES	RECEIPTS	ADJUSTMENTS & TRANSFERS (-)/+	RESERVED FOR JULY1, 2018
<u>Performance Bonds & Deposit's Fund 260</u>					
Zoning 40 Masconomo Street Bond	800.00	-	-	-	800.00
Planning Board - Windower	487.50	-	-	-	487.50
Zoning Board - 601 Summer Street Bond	1,299.75	-	-	-	1,299.75
Zoning Masconomo Park Performance Bond	1,940.00	-	-	-	1,940.00
Conservation Tennis Court Escrow	218.27	-	-	-	218.27
Conservation Beaver Dam Bond	1,260.00	-	-	-	1,260.00
Conservation - 9 Tuck's Point Road	4,148.83	7,609.62	4,600.00	-	1,139.21
Conservation - 9 Tuck's Point Road Security Deposit	-	-	10,000.00	-	10,000.00
Conservation Brookwood School Bond	14,749.07	-	-	-	14,749.07
Conservation - Surf Village Peer Review	1,500.00	-	-	-	1,500.00
Conservation 10 Boardman	7,500.00	-	-	-	7,500.00
Conservation Commission-10 Boardman Ave.	182.52	-	-	-	182.52
Conservation Windower Bond	25,000.00	-	-	-	25,000.00
Planning Marina Antenna-Terrasearch	5,418.35	-	10.82	-	5,429.17
Zoning First Parish Church Antenna-T Mobile	3,214.59	-	6.41	-	3,221.00
Appeals Board-Omni point	964.20	-	-	-	964.20
Appeals Board-Eisgrau	750.00	-	-	-	750.00
Appeals Board-Kimball	1,500.00	-	-	-	1,500.00
Appeals Board-Crooked Lane	100.00	-	-	-	100.00
Planning - Surf Village	2,926.20	4,350.40	1,424.20	-	0.00
Zonig Appeals - 12 Smith's Point	4,500.00	-	-	-	4,500.00
Total	78,459.28	11,960.02	16,041.43	0.00	82,540.69

**SPECIAL REVENUE FUNDS
FISCAL YEAR ENDING JUNE 30, 2018**

SPECIAL REVENUE FUNDS	BALANCE 06/30/17	EXPENDITURES	RECEIPTS	ADJUSTMENTS & TRANSFERS (+/-)	RESERVED FOR JULY1, 2018
State and Federal Grants Fund 290					
Bulletproof Vests Grant	773.89	1,421.20	-	-	(647.31)
Law Enforcement Grant	38,004.78	25,501.11	25,321.99	-	37,825.66
Law Enforcement Canine Grant	6,030.59	4,095.24	50.00	-	1,985.35
Mass. Technology Grant	1,800.75	-	-	-	1,800.75
Police Community Policing Grant	706.40	434.71	-	-	271.69
MAPC Fire Training Grant	(830.44)	1,540.00	2,450.00	-	79.56
Fire Local Prepared Grant	4,231.16	4,352.06	3,828.90	-	3,708.00
Library Children's Room Grant	93.92	-	-	-	93.92
State Aid for Libraries	3,934.61	3,070.51	5,477.86	-	6,341.96
Cultural Council-State Grant	4,499.67	5,229.20	4,306.89	-	3,577.36
H.M. Pump Out Grant Program	1,527.80	586.48	808.82	-	1,750.14
Senior Home Care Grant	147.39	60.00	-	-	87.39
Council on Aging State Formula Grant	6.95	13,913.87	13,913.05	-	6.13
DPW - Recycling Dividends	17,139.48	267.58	1,034.47	-	17,906.37
Fire Senior Safe Grant	5,312.00	10,036.02	8,538.00	-	3,813.98
Green Communities State Grant	(2,658.29)	34,881.55	41,995.25	-	4,455.41
Council on Aging Falls Prevention Grant	115.00	-	-	-	115.00
Harbor Boating Infrastructure Grant	212.80	183.00	2,249.24	-	2,279.04
FEMA Storm Reimbursement	-	31,208.49	31,208.49	-	-
Harbor Float Grant	(13,602.63)	-	13,602.63	-	-
Dept of Ecol. Restor. Morss Pier Grant	(50,000.00)	-	50,000.00	-	-
Comm. Compact/Safe Yield Study Gravely Pond	25,000.00	-	-	-	25,000.00
CZM Stormwater Retrofit Grant	(14,430.00)	-	14,430.00	-	-
Complete Streets Grant Program (DOT)	(16,736.96)	17,263.04	34,000.00	-	-
DPW Sustainable Materials Grant	-	-	9,000.00	-	9,000.00
Working on Wellness Grant	3,908.99	2,639.72	1,000.00	-	2,269.27
FEMA Pre-disaster Mitigation Grant	(3,235.44)	4,222.10	1,711.14	-	(5,746.40)
Health-Substance Abuse Prevention Grant	2,344.90	-	-	-	2,344.90
Municipal Vulnerability Preparedness Grant	-	3,267.30	10,000.00	-	6,732.70
Sawmill Brook Restoration Studies MET Grant	-	44,549.71	33,849.15	-	(10,700.56)
Massworks Dredging Grant	-	500,000.00	500,000.00	-	-
Fire Equipment Grant (MEMA)	-	4,920.00	4,920.00	-	-
Council on Aging Vans Grant	-	83,040.77	83,040.77	-	-
Total	14,297.32	796,683.66	896,736.65	-	114,350.31

Continued . . .

**SPECIAL REVENUE FUNDS
FISCAL YEAR ENDING JUNE 30, 2018**

SPECIAL REVENUE FUNDS	BALANCE 06/30/17	EXPENDITURES	RECEIPTS	ADJUSTMENTS & TRANSFERS (-)/+	RESERVED FOR JULY1, 2018
<u>Other Special Revenue Fund 320</u>					
Special Detail Police	(33,478.56)	377,536.59	345,816.43	-	(65,198.72)
Special Detail Fire	433.00	7,572.94	2,786.35	-	(4,353.59)
Insurance Reimbursement	-	11,775.90	18,006.83	-	6,230.93
Commonwealth - Extended Polling Hours	1,933.00	-	-	(250.00)	1,683.00
Town Technology Fund	139,817.46	2,673.54	52,408.51	-	189,552.43
Tuck's Point Deposits	6,821.39	-	-	-	6,821.39
Conservation Fund*	31,031.41	2,628.41	(121.22)	-	28,281.78
Wetlands Protection Fund	43,313.54	2,314.50	5,035.50	(15,000.00)	31,034.54
Police Cell Block Fees	11,652.77	415.07	-	-	11,237.70
Police Narcotic Fund	4,119.75	-	(120.42)	-	3,999.33
Tax Collector Agency Account	-	8,682.50	8,682.50	-	-
Fire Hazmat	5,538.48	8,991.03	10,140.62	-	6,688.07
TNC Surcharge Distribution-Dept. of Public Utilities	-	-	335.30	-	335.30
Total	211,182.24	422,590.48	442,970.40	(15,250.00)	216,312.16

**Deficit receipts are the result of unrealized losses recorded as of year end.*

<u>Highway Improvements Fund (Ch90) Fund 230</u>	(66,888.00)	749,115.32	815,993.32	-	(10.00)
<u>Community Preservation Fund (CPA) Fund 210</u>	1,086,899.29	722,154.30	397,509.77	-	762,254.76

Recreation Revolving Account Fund 220

Recreation Programs	383,792.54	183,978.62	253,239.74	-	453,053.66
Playground	(27,502.04)	49,290.00	57,315.00	-	(19,477.04)
Concert Gifts	4,598.09	8,205.00	6,373.36	-	2,766.45
Total	360,888.59	241,473.62	316,928.10	-	436,343.07

**RECAPITULATION
FISCAL YEAR ENDING JUNE 30, 2018**

RECAPITULATION	BALANCES FROM ENCUMBRANCES FY-2017	APPROPRIATIONS APRIL 2017 TOWN MEETING	TRANSFERS RECEIPTS In + Out (-)	REVISED BUDGET FY-2018	EXPENDITURES FY-2018	RESERVED FOR ENCUMBRANCES FY-2018	TRANSFERRED TO UNRESERVED FUND BALANCE
GENERAL GOVERNMENT							
EXECUTIVE/LEGISLATIVE							
Selectmen's Department							
Salaries	-	197,774.00	(6,000.00)	191,774.00	189,092.33	-	2,681.67
Expenses	-	23,600.00	8,800.00	32,400.00	32,328.42	-	71.58
Audit	-	37,000.00	-	37,000.00	36,000.00	1,000.00	-
Information Technology							
Salaries	-	5,500.00	(800.00)	4,700.00	1,447.00		3,253.00
Expenses	60.00	101,000.00	5,000.00	106,060.00	105,157.59	902.41	-
Moderator							
Expenses	-	50.00	-	50.00	-	-	50.00
Finance Committee							
Salaries	-	3,000.00	1,000.00	4,000.00	3,573.00	-	427.00
Expenses	-	320.00	-	320.00	275.80	-	44.20
Reserve Fund	-	150,000.00	(111,800.00)	38,200.00	-	-	38,200.00
Election & Registration							
Salaries	-	3,800.00	-	3,800.00	2,023.75	-	1,776.25
Expenses	-	10,080.00	-	10,080.00	9,360.76	-	719.24
FINANCIAL ADMINISTRATION							
Accounting Department							
Salaries	-	124,620.00	-	124,620.00	124,620.00	-	-
Expenses	-	4,700.00	-	4,700.00	4,669.81	-	30.19
Assessors Department							
Salaries	-	148,241.00	800.00	149,041.00	149,000.88	-	40.12
Expenses	-	38,605.00	-	38,605.00	37,950.46	-	654.54
Treasurer and Collector's Department							
Salaries	-	151,827.00	-	151,827.00	144,187.12	-	7,639.88
Expenses	-	27,490.00	-	27,490.00	24,846.20	1,000.00	1,643.80

Continued . . .

[illegible]

PUBLIC SAFETY

	-	1,612,873.00	8,866.00	1,621,739.00	1,621,738.26	-	0.74
Police Department Salaries Expenses	1,176.22	103,650.00	19,134.00	123,960.22	123,929.90	30.22	0.10
Parking Clerk Salaries	-	11,808.00	-	11,808.00	11,808.00	-	-
Expenses	2,813.63	11,955.00	-	14,768.63	11,525.17	3,110.00	133.46
Fire Department Salaries	-	1,223,930.00	(2,950.00)	1,220,980.00	1,220,619.00	-	361.00
Expenses	-	126,100.00	27,950.00	154,050.00	153,839.80	143.67	66.53
Harbor Master Salaries	-	95,415.00	-	95,415.00	94,619.68	-	795.32

Expenses	-	18,800.00	-	18,800.00	18,447.84	-	352.16
Inspections							
Building Inspector	-	46,243.00	-	46,243.00	45,475.33	-	767.67
Gas/Plumbing Inspector	-	12,660.00	-	12,660.00	12,660.00	-	-
Scaler of Weights and Measures	-	3,000.00	-	3,000.00	3,000.00	-	-
Electrical Inspector	-	12,660.00	-	12,660.00	12,660.00	-	-
Inspectors' Expenses	-	4,800.00	-	4,800.00	4,477.33	-	322.67
Emergency Management							
Salaries	-	4,000.00	-	4,000.00	4,000.00	-	-
Expenses	-	1,000.00	-	1,000.00	1,000.00	-	-
Emergency Notification	-	5,500.00	-	5,500.00	4,500.00	-	1,000.00
Animal Control							
Expenses	-	17,500.00	-	17,500.00	17,498.15	-	1.85
TOTAL PUBLIC SAFETY	3,989.85	3,311,894.00	53,000.00	3,368,883.85	3,361,798.46	3,283.89	3,801.50

PUBLIC WORKS

Department of Public Works							
Salaries	-	541,449.00	44,000.00	585,449.00	581,136.79	-	4,312.21
Expenses	3,684.40	412,250.00	(23,000.00)	392,934.40	380,536.17	11,061.20	1,337.03
Buildings & Grounds							
Salaries	-	77,018.00	-	77,018.00	77,006.69	-	11.31
Expenses	1,020.00	46,250.00	-	47,270.00	42,057.77	5,212.22	0.01
Snow Removal							
Snow Removal Salaries	-	32,000.00	-	32,000.00	56,569.63	-	(24,569.63)
Snow Removal Expenses	-	170,000.00	-	170,000.00	150,547.60	-	19,452.40
Street Lighting							
Expenses	-	100,000.00	4,000.00	104,000.00	102,303.39	-	1,696.61
Sanitation/Composting/Recycling							
Sanitation Salaries	-	22,550.00	(9,000.00)	13,550.00	12,972.89	-	577.11
Sanitation Expenses	-	45,000.00	2,000.00	47,000.00	46,341.01	-	658.99
Rubbish and Garbage Collection	-	410,000.00	23,000.00	433,000.00	425,904.66	3,850.84	3,244.50
Rubbish and Garbage Disposal	-	82,000.00	10,000.00	92,000.00	90,598.83	-	1,401.17
TOTAL PUBLIC WORKS	4,704.40	1,938,517.00	51,000.00	1,994,221.40	1,965,975.43	20,124.26	8,121.71

Continued . . .

OTHER ENVIRONMENTAL						
Historic District Commission						
Salaries	-	4,279.00	-	4,279.00	2,906.79	1,372.21
Expenses	-	700.00	-	700.00	452.00	248.00
Conservation Commission						
Salaries	-	63,253.00	5,000.00	68,253.00	67,906.86	346.14
Expenses	229.99	2,650.00	-	2,879.99	2,550.10	236.43
Expenses (Chebacco Woods)	-	1,250.00	-	1,250.00	-	1,250.00
TOTAL OTHER ENVIRONMENTAL	229.99	72,132.00	5,000.00	77,361.99	73,815.75	3,452.78

HUMAN SERVICES

Health Department							
Salaries	-	63,880.00	-	63,880.00	57,052.25	-	6,827.75
Expenses	459.98	53,625.00	-	54,084.98	34,257.19	-	19,827.79
Veterans' Services							
Expenses	-	14,500.00	-	14,500.00	14,500.00	-	-
Benefits	-	500.00	18,700.00	19,200.00	16,349.52	-	2,850.48
Council on Aging							
Salaries	-	149,420.00	5,000.00	154,420.00	154,304.23	-	115.77
Expenses	172.22	16,550.00	1,300.00	18,022.22	18,022.22	-	-
TOTAL HUMAN SERVICES	632.20	298,475.00	25,000.00	324,107.20	294,485.41	-	29,621.79

CULTURE AND INFORMATIONAL SERVICES

Public Library						
Salaries	-	310,041.00	(2,500.00)	307,541.00	305,543.82	-
Expenses	-	155,723.00	2,500.00	158,223.00	155,723.00	2,500.00
TOTAL CULTURE SERVICES	-	465,764.00	-	465,764.00	461,266.82	2,500.00
						1,997.18

RECREATION					
Recreation					
Salaries	-	136,163.00	-	136,163.00	-
Expenses	225.00	8,300.00	-	8,525.00	7,305.23
Singing Beach Operations					1,219.77
Salaries	-	67,084.00	-	67,084.00	-
Expenses	-	13,800.00	-	13,800.00	-
Lifeguards					2,817.91
Salaries	-	54,614.00	-	54,614.00	-
Expenses	-	3,400.00	-	3,400.00	-
Tuck's Point					3,977.09
Salaries	-	6,000.00	-	6,000.00	-
Expenses	24,156.39	30,370.00	-	54,526.39	20,284.98
Other					29,875.97
Memorial Day	-	3,000.00	-	3,000.00	-
Fourth of July	-	12,000.00	-	12,000.00	-
Memorial Day - Flowers for Freedom	-	-	1,000.00	1,000.00	1,000.00
TOTAL RECREATION	24,381.39	334,731.00	1,000.00	360,112.39	316,580.71
					30,875.97
					12,655.71

DEBT SERVICE				
INTEREST AND MATURING DEBT				
Principal on Bonds	-	1,221,815.00	(401,412.00)	820,403.03
Interest on Bonds	-	396,829.00	(83,588.00)	313,241.00
Temporary Interest and Cost on Issuing Bonds	-	30,000.00	-	30,000.00
WPAT Administration Fees	-	244.00	-	244.00
TOTAL DEBT SERVICE				
	-	1,648,888.00	(485,000.00)	1,163,888.00
	-			1,017,228.22
	-			820,403.03
	-			171,331.75
	-			23,351.98
	-			2,141.46
	-			(0.03)
	-			141,909.25
	-			6,648.02
	-			(1,897.46)
	-			146,659.78

ENTERPRISE FUNDS					
Sewer Fund					
Salaries	-	290,315.00	15,000.00	305,315.00	301,232.75
Expenses	1,520.50	324,750.00	-	326,270.50	241,538.99
					380.50
					4,082.25
					84,351.01

Continued...

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Fire Vehicle	-	40,000.00	-	40,000.00	40,000.00	-	-
Ambulance Equipment	-	20,000.00	-	20,000.00	20,000.00	-	-
Public Works							
Electrical Upgrades	20,000.00	-	-	20,000.00	-	20,000.00	-
Road Maintenance & Construction	135,812.56	205,000.00	205,000.00	545,812.56	325,104.91	220,707.65	-
DPW Office & Garage Replacement & Repairs	75,805.45	-	-	75,805.45	23,019.39	52,786.06	-
DPW Mower	131.40	-	-	131.40	-	-	-
Central Street Culvert Article 19 - ATM	04/2013 4,788.33	305,000.00	-	309,788.33	7,636.02	302,152.31	-
Storm Drains	435,053.51	20,000.00	100,000.00	555,053.51	60,789.40	494,264.11	-
Large Dump Truck/Sander/Plow	21,312.00	-	-	21,312.00	21,060.00	-	252.00
Trench box, Small Bucket, Roller	42,928.00	-	-	42,928.00	5,355.00	37,573.00	-
Bell Court Repairs	100,000.00	-	-	100,000.00	53,401.18	46,598.82	-
DPW Garage Site Decontamination/Improv.	-	100,000.00	-	100,000.00	94,908.33	5,091.67	-
Tuck's Point Chowder House	-	-	48,000.00	48,000.00	23,000.00	25,000.00	-
Truck - Cemetery	-	50,000.00	-	50,000.00	49,789.28	-	210.72
Trucks (2) with Utility Boxes	-	122,000.00	-	122,000.00	115,588.40	-	6,411.60
Flail Mower Attachment for Trackless Tractor	-	30,000.00	-	30,000.00	29,973.78	-	26.22
Guardrail Replacement	-	15,000.00	-	15,000.00	-	15,000.00	-
DPW Equipment - Leaf Vacuum	-	10,000.00	-	10,000.00	6,621.35	-	3,378.65
Storm Damage Repairs	-	-	150,000.00	150,000.00	-	150,000.00	-
Conservation							
Chebacco Woods Trail Restoration	4,550.00	-	-	4,550.00	-	4,550.00	-
Library							
Design Plans - Consolidated Teen Area	-	7,500.00	-	7,500.00	2,574.46	4,925.54	-
Library Wiring/Office Upgrade	11,851.86	-	-	11,851.86	5,767.60	6,084.26	-
Recreation							
Sweeney Parking Lot Re-paving	40,000.00	-	-	40,000.00	-	40,000.00	-
Harbor Master							
Harbor Dredging Account	467,090.02	-	-	467,090.02	440,323.89	26,766.13	-
Dock Replacements	1,087.12	-	-	1,087.12	1,087.12	-	-
Reed Park Dock Expansion	40,000.00	-	-	40,000.00	-	40,000.00	-
Tuck's Point Float Permitting	20,000.00	29,000.00	-	49,000.00	-	49,000.00	-
Patrol Boat - motor	-	18,000.00	-	18,000.00	18,000.00	-	-
Education							
Memorial Elementary School Feasibility Study	302,042.00	-	-	302,042.00	302,042.00	-	-
TOTAL CAPITAL GENERAL FUND	1,984,811.16	1,758,500.00	527,000.00	4,270,311.16	2,022,035.93	2,237,996.04	10,279.19

Continued . . .

<u>NON-APPROPRIATED EXPENSES</u>				
MV PARK SURCHARGE	-	3,720.00	-	3,720.00
MOSQUITO CONTROL	-	36,070.00	-	36,070.00
AIR POLLUTION CONTROL	-	3,310.00	-	3,310.00
MET. AREA PLANNING COUNCEL	-	2,737.00	-	2,737.00
MBTA	-	115,443.00	-	115,443.00
TOTAL NON-APPROPRIATED EXPENSES	-	161,280.00	-	161,280.00
<u>GENERAL FUND TRANSFERS OUT</u>				
Sewer Capital	-	30,000.00	-	30,000.00
Water Reserve fund transfer	-	-	25,000.00	25,000.00
OPEB Trust Fund	-	-	252,011.00	252,011.00
Stabilization Fund	-	-	100,000.00	100,000.00
Capital Projects Fund	-	-	485,000.00	485,000.00
TOTAL GENERAL FUND TRANSFERS OUT	-	30,000.00	862,011.00	892,011.00
<u>CAPITAL PROJECTS ENTERPRISE FUNDS</u>				
<u>Sewer Fund</u>				
Sewer Plant Fencing	3,400.00	-	-	3,400.00
Infiltration & Inflow Improvements	77,769.63	-	-	77,769.63
Sewer Treatment Plant Improvements	159,439.04	155,000.00	-	314,439.04
TOTAL SEWER	240,608.67	155,000.00	-	395,608.67
<u>Water Fund</u>				
General Water Updates	156,119.54	160,000.00	-	316,119.54
Round/Gravely Pond Dredging	14,250.00	-	-	14,250.00
Rebuild Round Pond Pumping Station	15,707.84	-	-	15,707.84
TOTAL WATER	186,077.38	160,000.00	-	346,077.38
			48,629.33	297,448.05

<u>Sewer</u>						*					
Transfers to the General fund	-	436,060.00	-	436,060.00	423,573.35	-	-	-	-	12,486.65	
<i>*Estimated debt service not needed for FY2018, therefore not transferred</i>											
<u>Water</u>											
Transfers to the General fund	-	117,453.00	-	117,453.00	117,453.00	-	-	-	-	-	
<u>Community Preservation Fund</u>											
<u>ARTICLES</u>											
Title Examiner to Research Certain Parcels	4,887.50	-	-	4,887.50	4,887.50	-	-	-	-	-	
Trail-head and Trail Enhancements	-	-	-	-	-	-	-	-	-	-	
Agassiz Rock Reservation	20,000.00	-	-	20,000.00	9,086.99	-	-	-	-	10,913.01	
Sweeney Park Basketball Hoops	15,000.00	-	-	15,000.00	15,000.00	-	-	-	-	-	
Masconomo Park Landscaping Phase 2	4,000.00	-	-	4,000.00	4,000.00	-	-	-	-	-	
Parking Signs (Various Locations)	8,137.88	-	-	8,137.88	-	-	-	-	-	8,137.88	
Comm. Housing Tech. Asst. & Support	-	25,000.00	-	25,000.00	25,000.00	-	-	-	-	-	
Comm. Housing Project Funding	100,000.00	-	150,000.00	250,000.00	100,000.00	-	-	150,000.00	-	-	
Trail Improv., Markers, Brochures	25,413.00	-	-	25,413.00	3,160.22	-	-	22,252.78	-	-	
Town Hall Landscape Design Work	15,000.00	-	-	15,000.00	-	-	-	15,000.00	-	-	
MBTA Canopy Restoration	15,000.00	-	-	15,000.00	15,000.00	-	-	-	-	-	
CPC Administrative Costs	14,200.00	17,220.00	-	31,420.00	1,921.60	-	-	-	-	29,498.40	
Historic Preservation of Town Records	4,241.27	-	-	4,241.27	-	-	-	-	-	4,241.27	
Town Hall Archives/Microfilm	5,000.00	-	-	5,000.00	-	-	-	-	-	5,000.00	
Train Canopy Design Efforts	25,000.00	-	-	25,000.00	-	-	-	-	-	100.00	
Tuck's Point Chowder House	21,238.74	300,000.00	23,000.00	344,238.74	24,900.00	-	-	4,676.80	-	-	
Sweeney Park Engineering Study	35,818.75	-	-	35,818.75	339,561.94	-	-	-	-	33,800.00	
Sweeney Park Bathrooms	45,000.00	-	-	45,000.00	2,018.75	-	-	-	-	45,000.00	
Seawall Restoration at Morss Pier	161,609.50	-	-	161,609.50	30,085.29	-	-	131,524.21	-	-	
Singing Beach Street Light Replacement	21,000.00	-	-	21,000.00	-	-	-	21,000.00	-	-	
Cabana Restoration	15,000.00	-	-	15,000.00	11,738.52	-	-	3,261.48	-	-	
Rotunda Restoration	-	-	100,000.00	100,000.00	71,750.00	-	-	28,250.00	-	-	
Library Director's Office Rehab	11,906.28	-	-	11,906.28	11,906.28	-	-	-	-	-	
Veteran's Honor Roll/Memorial	50,000.00	-	-	50,000.00	-	-	-	50,000.00	-	-	
Central St. Railing Restoration	35,000.00	-	-	35,000.00	-	-	-	-	-	35,000.00	

Continued . . .

Library Wiring/Office Upgrade	23,681.72	-	-	23,681.72	23,681.72	-	-
MHA - Generators	3,505.49	-	-	3,505.49	3,505.49	-	-
Generator at the Plains	4,520.00	-	-	4,520.00	4,520.00	-	-
Cemetery Restoration Work	41,213.48	-	-	41,213.48	14,380.00	26,833.48	-
Crowell Chapel Windows	3,500.00	-	-	3,500.00	-	3,500.00	-
Singing Beach Bath House Floors	1,689.46	-	-	1,689.46	-	-	1,689.46
Masconomo Park Landscaping	-	20,000.00	-	20,000.00	-	-	20,000.00
Planting at Masconomo Park	-	-	10,000.00	10,000.00	1,350.00	8,650.00	-
Singing Beach Bathhouse Restoration	-	5,000.00	-	5,000.00	4,700.00	-	300.00
Total Community Preservation Fund	730,563.07	367,220.00	283,000.00	1,380,783.07	722,154.30	464,948.75	193,680.02
SEPTIC LOAN PROGRAM FUND	200,000.00	-	-	200,000.00	43,530.00	156,470.00	-
HARBOR IMPROVEMENT FUND							
Transfer to Harbor Master (Budget fund 019)	-	293,215.00	-	293,215.00	151,968.99	-	141,246.01
HARBOR IMPROVEMENT FUND	-	293,215.00	-	293,215.00	151,968.99	-	141,246.01
<i>*Estimated debt service not needed for FY2018, therefore not transferred</i>							
HIGHWAY IMPROVEMENT FUND (CH90)							
Road construction, repairs, and related	424,000.00	-	325,115.32	749,115.32	749,115.32	-	-
HIGHWAY IMPROVEMENT FUND	424,000.00	-	325,115.32	749,115.32	749,115.32	-	-
STORM DAMAGE REPAIRS ATM 04/2014	15,851.73	-	-	15,851.73	2,917.83	12,933.90	-
HARBOR DREDGING	1,000,000.00	-	-	1,000,000.00	-	1,000,000.00	-

PINE STREET CLEANUP AND CLOSE	11,679.97	-	-	11,679.97	11,679.97	-
CAPITAL IMPROVEMENTS 04/2014	2,335.53	-	-	2,335.53	2,335.53	-
WATERSEWER PIPE REPLACEMENT ATM 4/2015	22,205.90	-	-	22,205.90	22,205.90	-
<u>CAPITAL IMPROVEMENTS 04/2016</u>						
Water System Improvements	1,030,546.32	-	-	1,030,546.32	826,219.05	204,327.27
Sewer System Improvements	386,081.02	-	-	386,081.02	287,973.52	98,107.50
CAPITAL IMPROVEMENTS 04/2016	1,416,627.34	-	-	1,416,627.34	1,114,192.57	302,434.77
<u>CAPITAL IMPROVEMENTS 04/2017</u>						
Sewer System Improvements	1,994,480.00	-	2,019.40	1,996,499.40	957,956.66	1,038,542.74
Water System Improvements	2,000,000.00	-	2,019.39	2,002,019.39	368,011.44	1,634,007.95
CAPITAL IMPROVEMENTS 04/2016	3,994,480.00	-	4,038.79	3,998,518.79	1,325,968.10	2,672,550.69
<u>RECREATION REVOLVING</u>						
RECREATION	3,566.00	-	-	3,566.00	183,978.62	-
PLAYGROUND	-	-	-	-	49,290.00	-
CONCERTS	-	-	-	-	8,205.00	-
RECREATION REVOLVING	3,566.00	-	-	3,566.00	241,473.62	-
<u>AFFORDABLE HOUSING TRUST</u>						
Expenditures	19,853.39	-	125,010.00	144,863.39	8,149.70	136,713.69
Grand Totals	10,369,622.83	32,755,588.00	1,602,175.11	44,727,385.94	36,526,755.63	7,614,079.52
						586,550.79

RESERVE FUND FISCAL YEAR 2018

	Account Number	Date	Amount
RESERVE FUND	001-100-013-57810	FY-2018	
<u>APPROPRIATIONS</u>			
ORIGINAL BUDGET FY-2018		04/03/17	150,000.00
<u>TRANSFERS</u>			
<u>Account Description</u>			
Veteran's Benefits	001-500-552-57700	09/07/17	(10,000.00)
Fire Dept OT salaries - coverage for injured employee	001-200-103-51000	09/25/17	(25,000.00)
Fire Dept Equipment - Thermal Imaging Camera	001-200-104-58026	09/25/17	(10,000.00)
Veteran's Benefits	001-500-552-57700	10/04/17	(10,000.00)
Board of Selectmen - newsletters/communication	001-100-003-59600	10/04/17	(8,800.00)
Tuck's Point Chowder House Project	001-400-303-52454	02/15/18	(23,000.00)
Water Enterprise fund - WTP	620-000-000-52150	06/28/18	(25,000.00)
		Total	(111,800.00)
		Balance	38,200.00



Sal Borgioli received the Post Cane from President Bob Ryan, awarded to the oldest participant each year, at the Elder Brethren luncheon at Tuck's Point.

**TRUST FUNDS
FISCAL YEAR ENDING JUNE 30, 2018**

	BALANCE 06/30/17	ADJUSTMENTS & TRANSFERS (-)/+	RECEIPTS	EXPENDITURES	RESERVED FOR JULY 1, 2018
<u>Non-Expendable Trust Funds</u>					
B.L. Allen Fund	1,300.00	-	-	-	1,300.00
Tuck's Point Fund	6,000.00	-	-	-	6,000.00
Post War Rehabilitation Fund	3,920.59	-	-	-	3,920.59
Perpetual Care Fund	354,400.51	-	9,650.00	-	364,050.51
Perpetual Care Fund-Odd Fellows	3,000.00	-	-	-	3,000.00
Knight Cemetery Fund	1,806.20	-	-	-	1,806.20
Crowell Cemetery Fund	3,000.00	-	-	-	3,000.00
Total Non-Expendable Trust Funds	373,427.30	-	9,650.00	-	383,077.30
<u>Expendable Trust Funds</u>					
B.L. Allen Interest Fund	69.30	-	22.09	(140.00)	(48.61)
Tuck's Point Interest Fund	3,591.27	-	(193.23)	-	3,398.04
Post War Rehabilitation Fund	1,140.90	-	(101.99)	-	1,038.91
Essex Woods Park Fund	16,254.05	-	(327.46)	-	15,926.59
Perpetual Care Interest Fund	42,081.20	(30,000.00)	(7,937.06)	-	4,144.14
Cemetery Sale of Lots Fund	124,664.21	-	7,188.67	-	131,852.88
Winthrop Library Fund	54,818.76	-	9,861.55	(30,067.89)	34,612.42
Crowell Cemetery Interest Fund	9,053.47	-	(242.80)	-	8,810.67
Knight Cemetery Fund	6,063.35	-	(158.56)	-	5,904.79
Julie Ware Library Fund	2,825.55	-	(56.92)	(476.36)	2,292.27
Cemetery Odd Fellows Fund	1,169.74	-	(84.01)	-	1,085.73
Expendable Trust Funds	261,731.80	(30,000.00)	7,970.28	(30,684.25)	209,017.83
<u>Other Trust Funds</u>					
Stabilization Fund	1,573,827.16	100,000.00	(31,752.18)	-	1,642,074.98
Other Post Employee Benefits (OPEB)	1,433,397.50	252,011.00	143,084.54	-	1,828,493.04
TOTAL TRUST FUNDS	3,642,383.76	322,011.00	128,952.64	(30,684.25)	4,062,663.15

**Deficit receipts are the result of unrealized losses recorded as of year end.*

TOWN OF MANCHESTER
COMBINED BALANCE SHEET-ALL FUND TYPES AND ACCOUNT GROUPS
JUNE 30, 2018

	GOVERNMENTAL FUND TYPES			FIDUCIARY FUND TYPES		PROPRIETARY FUND TYPES	ACCOUNT GROUP	TOTALS
	GENERAL	SPECIAL REVENUE	CAPITAL PROJECTS	TRUST AND AGENCY	ENTERPRISE FUND	LONG-TERM OBLIGATIONS		
ASSETS								
Cash	7,371,191.79	2,388,770.43	3,048,796.23	4,138,897.98	1,621,567.68			18,569,224.11
Petty Cash	585.00							585.00
Property Tax Receivable:								
Real Estate	128,775.06	1,661.58						130,436.64
P/P Tax	7,546.46							7,546.46
Other Accounts Receivable:								
Motor Vehicle Excise	91,753.44							91,753.44
Boat Excise	7,104.13							7,104.13
Tax Liens	299,268.68							299,268.68
Water & Sewer User Charges					128,995.64			128,995.64
Departmental	370,170.12							370,170.12
Tax Foreclosure	11,792.45							11,792.45
Amount Provided Bond Payments						11,271,307.00		11,271,307.00
Total Assets	8,288,187.13	2,390,432.01	3,048,796.23	4,138,897.98	1,750,563.32	11,271,307.00		30,888,183.67

TOWN OF MANCHESTER
COMBINED BALANCE SHEET-ALL FUND TYPES AND ACCOUNT GROUPS
JUNE 30, 2018
continued

	GOVERNMENTAL FUND TYPES			FIDUCIARY FUND TYPES	PROPRIETARY FUND TYPES	ACCOUNT GROUP	
	GENERAL	SPECIAL REVENUE	CAPITAL PROJECTS	TRUST AND AGENCY	ENTERPRISE FUND	GENERAL LONG-TERM OBLIGATIONS	TOTALS
LIABILITIES							
Accounts Payable	195,806.93	39,387.07	58,632.75	9,033.45	82,985.26		385,845.46
Accrued Payroll	286,036.33						286,036.33
Payroll Withholdings	17,911.74						17,911.74
Other Liabilities	15,661.33						15,661.33
Deferred Revenue	431,135.32	1,661.58					432,796.90
Reserve for Abatements	485,275.02					11,271,307.00	485,275.02
Bonds and Notes Payable							11,271,307.00
Total Liabilities	1,431,826.67	41,048.65	58,632.75	9,033.45	82,985.26	11,271,307.00	12,894,833.78
Fund Equity							
Fund Balances:							
Retained Earnings					1,166,252.52		1,166,252.52
Reserved for Encumbrances	2,250,936.05	737,184.88	3,990,163.48	136,713.69	501,325.54		7,616,323.64
Reserved for Petty Cash	585.00						585.00
Reserved for Special Duty				(69,552.31)			(69,552.31)
Reserved for Open Space		100,455.00					100,455.00
Reserved for Community Housing		28.00					28.00
Designated Overlay Surplus	125,000.00						125,000.00
Undesignated	4,479,839.41	1,511,715.48	(1,000,000.00)	4,062,703.15			9,054,258.04
Fund Equity (Deficit)	6,856,360.46	2,349,383.36	2,990,163.48	4,129,864.53	1,667,578.06	-	17,993,349.89
Total Liabilities & Fund Equity	8,288,187.13	2,390,432.01	3,048,796.23	4,138,897.98	1,750,563.32	11,271,307.00	30,888,183.67

KEY TELEPHONE NUMBERS

Police 911 (978-526-1212 for regular business
& Animal Control)

Fire 911 (978-526-4040 for regular business)

Ambulance 911 (978-526-4040 for billing information)

Accountant	526-2020
Assessors	526-2010
Board of Selectmen / Town Administrator .	526-2000
Building Department	526-2010
Conservation	526-4397
Council on Aging	526-7500
Harbormaster	526-7832
Health	526-7385
Jr. – Sr. High School	526-4412
Library	526-7711
Memorial School	526-1908
Parks & Recreation	526-2019
Public Works	526-1242
School Superintendent	526-4919
Town Clerk / Voter Registration	526-2040
Treasurer / Collector	526-2030
Veteran's Agent	281-9740
Water / Sewer	526-4450